



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

City of Portland
Land Bank Commission Agenda

July 21, 2020

11:30 AM

On Tuesday, July 21st, 2020, at 11:30 am, the Portland Land Bank Commission will conduct a virtual meeting using emergency legislation approved by LD 2167; 1 M.R.S. §403-A, that authorizes cities and towns to conduct meetings online. This meeting will be conducted remotely using Zoom.

Allow your computer to install the free Zoom app to get the best meeting experience. We hope to be able to offer other live-stream methods in the future. If you are not able to attend live, we will be posting a recording of the meeting once it has concluded.

Please click the link below to join the webinar:

<https://zoom.us/j/96886489329>

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Webinar ID: 968 8648 9329

International numbers available: <https://zoom.us/j/96886489329>

- I. Citizen Comment Period
- II. Agenda Items
 - i. Acceptance of Meeting Minutes: May 19, 2020
 - ii. Communications/Updates
 - a. Secretary Report - Simon
 - b. Treasurer Report - Andrew
 - c. Parks Commission Report - Jon
 - d. Parks Division Report - Ethan

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.



iii. High Priority Parcels

- a. Redlon Woods
- b. Jewell Falls
- c. PATHS Adjacent Property: 349-D-6
- d. Rand Road - *The Commission may go into executive session pursuant to 1 M.R.S. 405(6)(C) and (E) to discuss real estate negotiations and the City's legal rights and duties.*

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, Jon Kachmar and Andrew Butcher. City Staff: Doug Roncarati, Michael Goldman, Ethan Hipple and Alli Carroll.

**City of Portland
Land Bank Commission Minutes
May 19, 2020, 11:30 AM**

On Tuesday, May 19th, 2020, at 11:30 am, the Portland Land Bank Commission conducted a virtual meeting using emergency legislation approved by LD 2167;1 M.R.S. §403A, that authorizes cities and towns to conduct meetings online. This meeting was conducted remotely using Zoom.

I. Citizen Comment Period

There are no comments at this time.

II. Agenda Items

A. Acceptance of Meeting Minutes

Steve motioned to accept the meeting minutes of April. Simon seconded. Motion passed unanimously.

B. Secretary Report

Simon is continuing to organize the Land Bank Google Drive.

C. Outreach Subcommittee

No report at this time as they have not met in the past month.

D. Parks Commission Report

The Green Space Gathering has been cancelled for the year. They are hoping to be able to do it in person next year. Otherwise, they would be looking into a virtual gathering. They are preparing a brief and efficient annual report. Their Strategic Planning Workshop will be held in the Fall. They are working on creating Fort Gorges interpretive signs. Also, an ADA zip line is going in at Deering Oaks which is very exciting.

E. Parks Report

Andrew entered the meeting at 11:43 am.

Evergreen Issue: There's a long-standing sewer right of way where that clearing has been happening in Evergreen Cemetery. The sewer has been there longer than the property has been in the land bank and this one is long past due for maintenance. The Commission wished that the information was brought to the Land Bank prior to it occurring. Staff apologized for that not happening, however, there was a lack of communication. A huge road is being built over a trail right now for access. It's a large change for the area. Staff proceeded to explain the need for the road due to the large vehicles that needed access to repair the sewer lines. The large vehicles couldn't drive over the sewer without damaging it

further or collapsing it. The area needed more stability in order for the proper equipment to access the damaged sewer lines.

This is an interesting time for all. Throughout this pandemic, some Rec & Aquatics staff have been working in the parks to make up hours they are missing due to their facilities and programs being closed. There is a general loss of revenue through the health crisis. This may mean cutting programs through the budget process.

Western Promenade Master Plan is almost done. They went out three weeks ago to fine tune the vista clearings in the master plan. Should be complete and communicated to the Council fairly shortly.

F. Discussion of Services for the LBC

The Commission had approved a budget with a line item and hiring a real estate attorney to help us obtain certain parcels. Currently this has come to a standstill as the Commission waits for the City's approval. Michael has reached out to Tom Jewell. He is under contract working on the Redlon Woods property. He is also preparing an engagement letter for the Rand Rd property. Greg Mitchell has Maineland Appraisal, that will take a couple of weeks. Once we have that and the letter, we can move forward with the Rand Road property.

The Commission and staff discussed who approves the hiring of property attorneys for the Land Bank Commission acquisitions. Michael Goldman confirmed that under the ordinance, Corporation Counsel, Danielle West-Chuhta decides who and if they hire outside legal services. Michael can of course recommend someone, Tom included, if that is what the Commission wishes. Michael suggested that the Commission may not want to pay a lawyers fee for some of the property research and project work needed. The Commission needs some guidance on what kind of consultant they need for their acquisition needs. Now the City is going through their internal process.

III. PRIORITY PARCELS

A. Rand Road

Kara moved for the Commission to go into executive session pursuant to 1 M.R.S. 405(6)(C) and (E) to discuss real estate negotiations and the City's legal rights and duties. Simon seconded. Motion passed unanimously.

Steve moved for the Commission to come out of executive session pursuant to 1 M.R.S. 405(6)(C) and (E) to discuss real estate negotiations and the City's legal rights and duties. Pat seconded. Motion passed unanimously.



CITY OF PORTLAND
Parks, Recreation & Facilities Department
Ethan Hipple, Acting Director

CITY OF PORTLAND
Parks, Recreation & Facilities Department
Alex Marshall, Acting 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: July 2020

Parks Division Staffing

We are currently in a hiring freeze city wide. Openings in our division include:

- Operations Coordinator (Jeff Tarling in an acting role)
- Arborist II
- Parks Maintenance Worker
- Athletic Facilities Supervisor
- Parks Maintenance Supervisor

Dogs on Leash Order

In May the City Council adopted an order stating all dogs must be on leash in all areas of the city except the two dog parks at Quarry Run and Valley Street. This is in effect through July 13th per order 177-1920.

Re-Opening Timeline

April

- April 25: Farmer's Market reopened

May

- May 5: Riverside Golf Course reopened
- May 15: Tennis and Pickleball Courts reopen
- May 15: Portland Rowing Club moves singles and doubles to East End Beach for club use
- May 15: Back Cove Trail parking areas reopen

June

- June 15: Basketball and Volleyball Courts reopened
- June 15: Athletic Fields reopened
- June 15: Playgrounds reopened

July

- July 1: Kiwanis Pool may reopen
- July 1: Riverton Pool may reopen for lap swim and Summer Day Camp use. Reiche pool stays closed for summer.
- July 6: Summer Day Camp starts, with strict hygiene standards and multiple sites limited to 50 each. More details to come on Camp marketing plan, etc...



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Alex Marshall, Acting Parks Director

September

- Sept 1: Trough Ice Arena reopens (tentative)

Reopening Dates TBD:

- Community Center programming
- Senior Adult Programming
- Venues (Expo, Merrill, Ocean Gateway, etc...)

Downtown Street Closures

Some downtown streets were closed to provide outdoor dining space for restaurants. This was made possible by Public Works placing and painting the barricades, our Playgrounds team constructing the custom planter boxes and our Horticulture crew planting them. A great citywide effort.

Tree Planting

The Forestry Crew has concluded their Spring tree planting season. Their efforts have added our annual 150 trees to the canopy of the city in an attempt to keep up with the removal and damage loss we sustain each year. These trees, along with the 150 from last season, are being watered each week as part of our yearly acclimation process.

FY20 End Date TBD

The City's FY20 budget did not end on June 30 due to the COVID impact on the budget process. We will have our FY21 budget approved sometime in August or September.

Park Projects Update

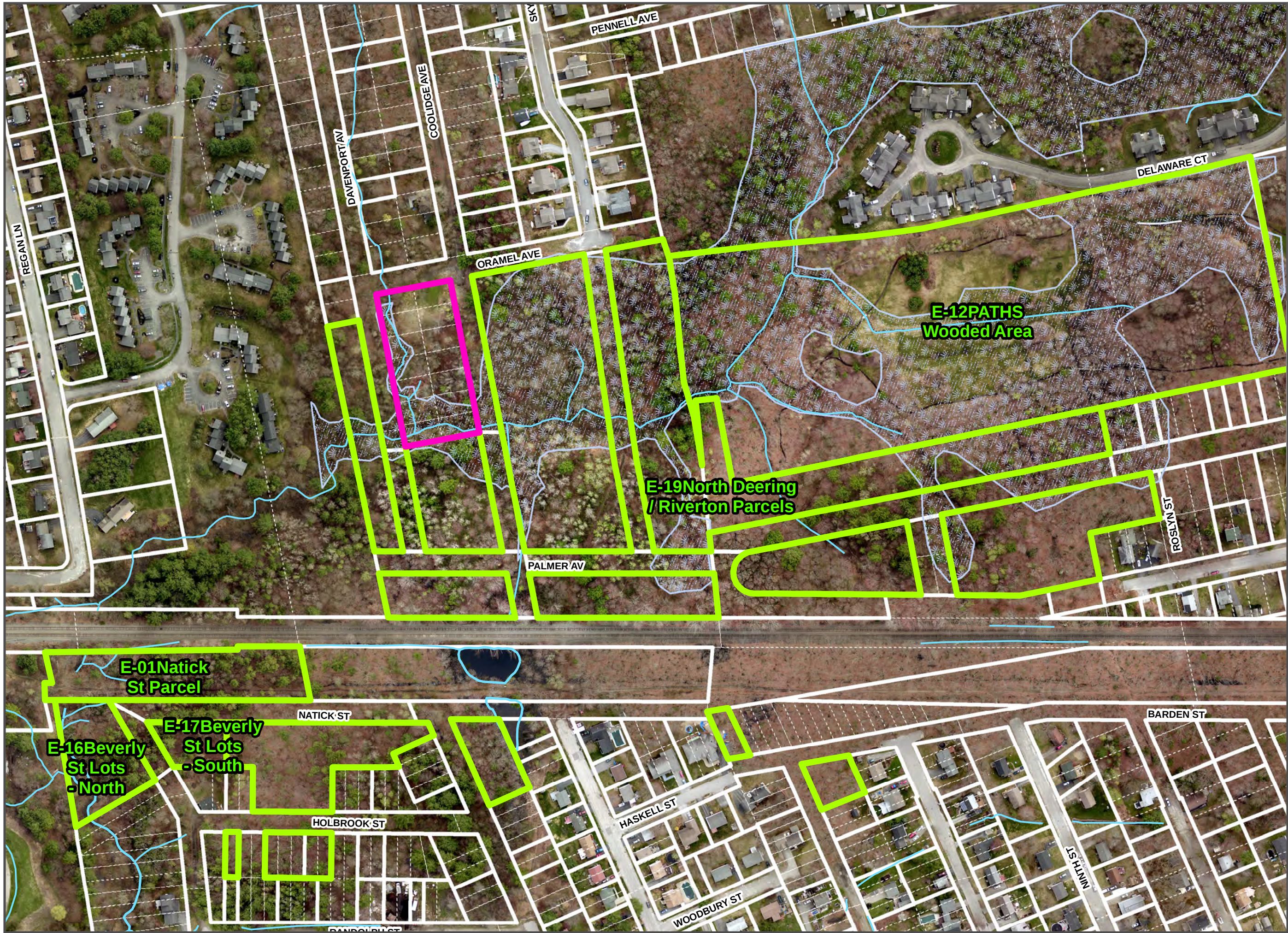
Staff are working on the following funded CIP/Park Improvement projects:

- Amethyst Lot Park Conversion: Construction is well under way and it is really shaping up nicely
- Riverton School Playground in progress. We re-designed the playspace keeping all the same equipment but adding a much needed aesthetic feel to it. Equipment has been ordered and we are looking to install it during the last two weeks of summer vacation for students.
- Dougherty Field Playground: We are preparing final concepts and site work to go out to bid in the coming weeks
- Park Walkway improvements: Our new Project Manager is moving ahead with these improvements at the Eastern Prom and Deering Oaks. Eastern Prom design is nearing completion and Deering Oaks is in beginning stages. Both will be bid at the same time to help reduce costs, if possible
- Lyman Moore/Eastern Prom/Payson Park are moving ahead with resurfacing and striping. If possible, we will look for a completion this summer.
- Futsal Court at Fox Field: Revisiting the RFP and the search for a contractor
- Longfellow School Climber: Installation is occurring in the coming weeks.



CITY OF PORTLAND
Parks, Recreation & Facilities Department
Ethan Hipple, Acting Director

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



CITY OF PORTLAND, MAINE
DEPT. OF PUBLIC WORKS
212 CANCO RD, SUITE B
PORTLAND, MAINE 04103
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LEGEND

-  349-D-6
-  Designated Land Bank

Drainage

-  Brook
-  Ditch or Brook
-  Wetland

Parcel 349-D-6
(Lots 6-19)
Near Headwaters
of Dole Brook

Note: Drainage & Water Bodies were derived from aerial imagery, not survey or wetland delineation. They are an indicator of potential water features only.



June 29, 2020

DESIGN BY: DAR DRAWN BY: DAR CHECK BY: XXX

