



Commission Members: Chair Cynthia Loebenstein, Vice Chair Michael Mertaugh, Amy Segal, Ana Lagunez, Dory Waxman, Jon Kachmar, Marie Gray, Nathan Robbins, Zack Anchors, and Mayor Kate Snyder

City of Portland
Parks Commission Agenda
November 5, 2020

5:00 PM

On Thursday, November 5, 2020, at 5:00 pm, the Portland Parks Commission will conduct 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 workshop will be conducted remotely using Zoom.

Please use the link below to join the webinar:

<https://zoom.us/j/91710859101?pwd=MUVLWTVFRG5jUFNxSHIEcTFISk8wZz09>

Passcode: P3pperm1nt

Or Telephone:

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Webinar ID: 917 1085 9101

Passcode: 480730

*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: October 1, 2020
 - b. Kristen Dow, Director of Health & Human Services
 - c. Old Business
 - i. 46 Western Prom License Agreement
 - ii. Commission Seat Vacancies
 - iii. Oct 15 Work Day
 - d. New Business
 - i. Annual Report Discussion and Vote
 - e. Communications/Updates
 - i. Deering Oaks Update
 - ii. Baxter Woods Update
 - iii. Subcommittee Reports

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.

- iv. Land Bank Commission Report
- v. Parks Report



In attendance: Commission Members: Chair Cynthia Loebenstein, V. Chair Michael Mertaugh, Zack Anchors, Amy Segal, Ana Lagunez, Caitie Whelan, Dory Waxman, Marie Gray, and Nathan Robbins. City Staff: Ethan Hipple and Alex Marshall.

City of Portland

Parks Commission Minutes

October 1, 2020, 5:00 PM

On Thursday, October 1, 2020, at 5:00 pm, the Portland Parks 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. General Citizen Comment Period

George Rheault asked about a sign in Payson Park and asked commissioners to advocate for the 40-bed renovation of Preble Street Resource Center.

II. Agenda Items

a. Acceptance of Meeting Minutes: September 3, 2020

Michael moved to accept the meeting minutes of September. Dory seconded. Motion passed unanimously.

b. New Business

i. Commission Seat Vacancies

This is Caitie's final meeting with the commission and the other commissioners took some time to thank her for her work. This leaves two at large seat vacancies and one for Portland Trails.

ii. Rules of Public Comment & Timekeeper Selection

Marie will act as timekeeper during the public comment period. Comments will be limited to 3 minutes with the opportunity to request a one to two minute extension. Commissioners agreed that to best foster civic engagement, public comment should be taken at the beginning of the meeting whether or not it pertains to an agenda item. The public will also have the option to hold their comments until the relevant agenda item comes up.

iii. Amethyst Lot Park Opening

The Amethyst Lot Park ribbon cutting took place on September 18th. This is Portland's 67th park.

c. Old Business

i. 46 Western Prom License Agreement

The property owner withdrew the original proposed agreement due to concerns raised at the previous Commission meeting. They will be returning with an updated proposal at a future date.

ii. Oct 15th Work Day

Jesse Billingham of the Parks Conservancy will be leading the work day. Alex and Ethan will send out more specific details once they decide on the project.

d. Communications/Updates

i. Deering Oaks Update

Alex shared that Parks and Public Works staff as well as volunteers with the Parks Conservancy have been performing daily cleanup of the Edwards Lot area. Five trash cans were added to the park at the bowling green path, rose garden, and Edwards Lot. Kristen Dow, Director of Health and Human Services, will be coming to the next commission meeting to give an overview of their work.

ii. City Operating Budget

The City Council voted to approve the city budget. An amendment was made to add back an athletic facilities maintenance position. Most of the positions cut from Parks, Recreation, and Facilities were from Recreation and Public Assemblies. A few parks maintenance positions were also cut, and the plan is to make up for this by hiring more seasonals.

iii. Baxter Woods Update

Ethan shared that water tests have been ordered to determine the health of the pond. Upcoming projects include replacing the fence near the newly built trail and improving the outdoor classroom.

iv. Subcommittee Reports

Park Initiatives: Caitie made her recent research available in a shared document, and Amy plans on including Fiona, Wabanaki Studies Coordinator, in an upcoming subcommittee meeting.

Annual Report: Nathan is in the process of completing final edits. He will forward the draft for review.

Finance: Discussed making updates to the friends group handbook to provide more specific guidance. Planning to develop a memorandum of understanding between friends groups and the Parks, Recreation, and Facilities Department.

Community Outreach: No updates

v. Parks Report

The city will be hiring a second full-time Park Ranger. The futsal court project will begin this fall.

**CITY OF PORTLAND, MAINE
ENCROACHMENT LICENSE**

THIS LICENSE AGREEMENT (“License”) is made this ____ day of _____, 2020, by and between the **CITY OF PORTLAND**, a body politic and corporate located in the County of Cumberland, State of Maine (hereinafter referred to as the “City”), and **Thomas A. Zack** and **Carol S. Zack**, owners of real property located at _____, Portland, Maine (the “Property”) with a mailing address of 84 Eastern Promenade, Portland, Maine 04101 (hereinafter referred to together as the “Licensee”).

RECITALS

WHEREAS, Licensee is the owner of the Property, which is more particularly described in the legal description attached as Exhibit A, hereto; and

WHEREAS, Licensee maintains certain improvements consisting of a paved parking area, flower bed, and retaining wall (the “Encroachment”) which encroaches into/over real property owned by the City, as depicted on the plan attached hereto as Exhibit B and incorporated herein by reference (the “Plan”); and

WHEREAS, the area occupied by said Encroachment is referred to herein as the “Licensed Area”; and

WHEREAS, the City will, in consideration of the payment of \$20,000, the receipt whereof the City acknowledges, allow the Encroachment to encroach into the Licensed Area under the terms and conditions set forth in this License unless sooner terminated as outlined herein.

NOW, THEREFORE, the City and Licensee do mutually agree as follows:

1. Licensee is hereby permitted to maintain, repair and replace the Encroachment within the Licensed Area and to use areas adjacent thereto for workers, materials and machinery necessary to maintain the Encroachment over the Licensed Area as shown on the Plan.
3. Term: The term of this License is twenty (20) years, beginning as of January 1, 2021 and continuing through December 31, 2041, unless sooner terminated as provided herein. Upon the expiration of the Term, this License shall no longer be of any force or effect and Licensee, its successors or assigns, shall cease any use or occupancy of the licensed area except as otherwise authorized by the City.
4. Fees: The fee for this License is Twenty Thousand Dollars (\$20,000.00), which shall be payable in full upon execution hereof.
5. Maintenance: Maintenance of the Premises shall be the sole responsibility of Licensee.

6. Street Access: Street access to the Premises is limited to the existing curb cut on Western Promenade and Licensee's abutting property.
7. Compliance with laws: Licensee agrees to comply with all applicable laws and regulations in its operations hereunder, including but not limited to all applicable federal, state and local environmental law and regulations, including without limitation all laws and regulations governing hazardous substances. Licensee further understands and agrees that it must obtain at its own cost any permits and licenses required for its use of the Premises.

Licensee further agrees to provide to the City, immediately upon receipt, copies of any correspondence, Notice, Pleading, Citation, Indictment, Complaint, Order, Decree or other document from any source asserting or alleging a circumstance or condition which requires, or may require, a clean-up, removal, remedial action, or other response by or on the part of Licensee under environmental laws, or which seek civil, criminal or punitive penalties from Licensee for an alleged violation of environmental laws.

8. Removal of Unauthorized Encroachments: As a condition of this License, Licensee shall remove, within 3 months of the commencement of the Term, all personal property or improvements within the Licensed Area and not depicted on the Plan, including, but not limited to, Licensee's shed.
9. Indemnification. To the fullest extent permitted by law, Licensee shall defend, indemnify and hold City, its officers, agents and employees, harmless at all times from any claims, liability, losses, costs, expenses (including, without limitation, reasonable attorney's fees) fines, damages or judgments, just or unjust, that arise out of or result from the activities hereunder (collectively, "Claims"), said Claims to include, without limitation, claims for personal injury, death, or property damage, including injury or damage to City employees or property, whether caused by the acts or omissions of the Licensee, the Licensee's guests, City, its agents, officers or employees, and including claims based upon violation of any environmental law or regulation governing hazardous substances. Licensee's obligations under this paragraph shall survive the termination of this License.
10. Release. Licensee hereby releases City and its officers, agents and personnel (collectively, the "Releasees") from any and all claims, liabilities, damages, losses, costs, fees and expenses arising out of or resulting, directly or indirectly, from Licensee's use of the Licensed Area, including, without limitation, injuries, losses and damages for bodily injury (including disability or death) and property damage, regardless of cause, including any and all claims, damages and liabilities that arise out of or result from any actions or omissions, including negligence, on the part of any of the Releasees. Licensee promises not to sue any of the Releasees with respect to any such claims or liabilities. This waiver and release is intended to be as broad as the law allows and shall survive termination of this agreement.
11. Insurance. Prior to the execution of this Agreement, Licensee will procure and maintain occurrence-based Automobile Liability Insurance and Commercial General Liability Insurance coverage in amounts of not less than Four Hundred Thousand Dollars (\$400,000.00) per occurrence for bodily injury, death and property damage, naming City as additional insured thereon, and also Workers' Compensation Insurance coverage to the extent required by law. With respect to the Automobile and Commercial General Liability

Insurance, the Licensee shall name City as an additional insured for coverage only in those areas where government immunity has been expressly waived by 14 M.R.S. A. § 8104-A, as limited by § 8104-B, and § 8111. This provision shall not be deemed a waiver of any defenses, immunities or limitations of liability or damages available to City under the Maine Tort Claims Act, other Maine statutory law, judicial precedent, common law, or any other defenses, immunities or limitations of liability available to the City. Prior to execution of this Agreement, the Licensee shall furnish and City and thereafter maintain certificates evidencing all such coverages, which certificates shall guarantee thirty (30) days; notice to City of termination of insurance from the insurance provider or agent. Licensee shall also provide a copy of any endorsement naming City as additional insured. A certificate that merely has a box checked under "Addl Insr,;" or the like, or that merely states that and City of Portland is named as an Additional Insured, will not be acceptable. The Workers' Compensation insurance shall include an endorsement waiving all rights of subrogation against the City of Portland, its officers or employees. Upon City's request, Licensee shall provide City with a complete copy of any of the above-referenced policies. Licensee shall be responsible for any and all deductibles and/or self-insured retentions. Licensee shall also require its contractors using the Licensed Area to provide City with certificates evidencing the coverages set forth above. City's acceptance or lack of acceptance of Licensee's Certificate of Insurance or other evidence of insurance shall not be construed as a waiver of the Licensee's obligation to obtain and maintain such insurance as required by this agreement.

All insurance policies hereunder shall be primary to any insurance, or self-insurance, maintained by the City. Policies and certificates evidencing such policies shall be delivered to the City. The City shall be provided with no less than thirty (30) days' prior notice of cancellation or non-renewal.

12. Termination: The City of Portland may revoke this license prior to the expiration of the Term, upon an uncured Event of Revocation (as defined below). The City may revoke this License six (6) months after written notice to Licensee that an Event of Revocation has occurred and identifying such Event of Revocation, provided that such Event of Revocation is not cured within six (6) months after Licensee's receipt of such notice, except as set forth in subsection (d) below. "Event of Revocation" shall mean: (a) Licensee's non-compliance with any of the material terms of this Agreement; (b) the Encroachment fails to be maintained substantially in accordance with the Plan or any amendments thereto; (c) the Encroachment as shown on the Plan is destroyed, removed or otherwise thereafter ceases to exist on Licensee's property and construction to rebuild the Encroachment has not begun within twelve (12) months of said destruction or removal, or (d) failure to maintain insurance as required under Section 11 above, and such failure is not remedied within thirty (30) days after written notice thereof from the City to Licensee.
13. License: This instrument is a License and no provision hereof shall be construed as conveying an easement or other estate in land.
14. Assignment: This License may not be transferred or assigned except together with the conveyance of the Licensees' property. Licensee and Licensees' successors and/or assigns shall provide notification to the City at least 30 days prior to any such transfer. Any deed conveying the Licensee's Property shall contain the following language:

“Grantee, by acceptance and recording of this deed acknowledges receipt of the City of Portland Maine License Agreement with Thomas A. Zack and Carol S. Zack dated _____, 2020 and recorded in the Cumberland County Registry of Deeds in Book _____, Page _____ (the “License”) and further acknowledges the City’s rights including, but not limited to its rights of termination and obligation of Grantee to remove improvements, all as more fully expressed in the License.”

Any Grantee/Assignee of this License shall submit proof of insurance as required under Paragraph 11 to the City within 30 days of the closing on the transfer of Licensee’s Property . Failure to submit proof of insurance as required herein will result in the immediate termination of this License.

15. Amendment: This License shall be amended only in writing executed by the parties.

The parties have hereunto executed this License, in the case of the City, through its duly authorized representative, as of the day and date first above written.

CITY OF PORTLAND, MAINE

By: _____
Jon P. Jennings,
City Manager

STATE OF MAINE
County of Cumberland _____, 220__

Personally appeared before me the above-named Jon P. Jennings, City Manager of the City of Portland as aforesaid, and acknowledged the foregoing instrument is his free act and deed in his said capacity and the free act and deed of the City of Portland.

Notary Public/Attorney-At-Law

Typed or Printed Name: _____

Commission Expires: _____

Thomas A. Zack

Carol S. Zack

STATE OF MAINE
County of Cumberland

_____, 220_

Personally appeared before me the above-named Thomas A. Zack and Carol S. Zack, and acknowledged the foregoing instrument is their free act and deed.

Notary Public/Attorney-At-Law

Typed or Printed Name:

Commission Expires:

PARKS AND OPEN SPACE REPORT PORTLAND PARKS COMMISSION



JUNE 2019 – OCTOBER 2020

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DRAFT

OVERVIEW

The Portland Parks Commission (PC)¹ is required to submit an annual report to the city council regarding the state of the city's parks and public grounds and make specific recommendations therein about suggested goals and improvements for the parks and public grounds per City Code (Sec. 18-10(d)(4)). The primary audience for the report is Portland's City Council. It is the hope of the PC that anyone interested in, or is an advocate for, the enhancement and stewardship of our parks and open spaces also enjoy and make use of this report. Reports are completed annually and build on previous reports.

The Portland Park System includes over 67 parks and playgrounds, 7.5 miles of multiuse trails, 10 community gardens, 2 stadiums, 16 cemeteries and dozens of athletic fields and courts, all spread across 1,000+ acres of land. Explore the parks: <https://www.portlandmaine.gov/1898/Parks-Trails-and-Playgrounds>

Parks Commissioners

Zack Anchors, Friends of Eastern Promenade 2017-2020
Colette Bouchard, Public-at-Large 2017-2020
Marie Gray, Friends of Deering Oaks, 2018-2021
Jon Kachmar, Land Bank Representative 2020-2023
Cynthia Loebenstein, Friends of Evergreen Cemetery (Chair 2019-present) 2015-2021
Ana Lagunez, Public-at-large 2018-2021
Craig Lapine, Public-at-large 2015-2020
Meri Lowry, Land Bank Representative 2010-2019
Michael Mertaugh, Public-at-Large (V. Chair 2019-present) 2014-2020
Nathan Robbins, Public-at-Large (V. Chair 2018-2019) 2015-2021
Amy Segal, Public-at-Large 2017-2020
Dory Waxman, Public-at-Large (Chair 2017-2019) 2015-2021
Caitie Whelan, Public-at-Large 2019-2022, stepped down Oct 2020.
Mayor Kate Snyder, City Council Representative, 2019-present
Brian Batson, City Council Representative 2018-2019

City Staff Department of Parks, Recreation, and Facilities (DPRF)

Ethan Hipple, Director of Parks, Recreation and Facilities Department
Sally Deluca, Director of Parks, Recreation and Facilities Department (Retired June 2020)
Alex Marshall, Parks Director
Elizabeth Deletetsky, Administrative Associate
Allison Carrol, Senior Administrative Officer

Subcommittees

Annual Report & Inventory, Finance, Park Initiatives, Community Outreach

¹ <http://www.portlandmaine.gov/345/Parks-Commission>

NEW DEVELOPMENTS

The global pandemic from COVID-19 brought profound changes to the City of Portland's Parks and Open spaces. The budget process was delayed and FY21 funding was not made official until September. Budget cuts had an enormous impact on the Department of Parks, Recreation & Facilities, losing \$2 million in revenues, and an additional 5% of FY20's budget to submit to the City Council. The department lost over 30 full-time equivalent positions, equating to 40 jobs. (see "Park Finance" section for more detail).

The result was a loss of core programming, particularly for recreational programs and at community centers in order to reduce exposure risks and the spread of the virus. All water features and pool facilities openings were delayed. Some did not open due to staffing and CDC guidance. Playgrounds were kept open during the entirety of the pandemic with signage placed for visitors to follow guidelines. The parks also saw chronic issues affecting the city's homeless population exacerbated when the closing of day shelters redirected activity to open spaces where socialization and amenities were present, most prominently at Deering Oaks Park. The unexpected activity at Deering Oaks, particularly at the Edwards Lot quickly elevated to the City Council, underscoring the importance of our parks that serve all community members.

At the same time of reduced capacities within the DPRF, there was a large increase in park use. Parks, Trails and open spaces were busier than ever with individual and family visits. There was virtually no event use or permits, but community use was above what is normally experienced. Community members and businesses sought outdoor spaces for physical and mental health, to hold business meetings, to continue offering classes (e.g. fitness, dance, arts, etc.), among many other activities.

Recreation Staff was reprioritized and joined Parks, Horticulture and the Cemeteries crews during the Spring to help with Spring cleanups, mulching, trash removal, pruning, and flower bed cleanouts along with other shared tasks. It was the most productive Spring the parks ever had because of the high staff levels attributed to these partnerships. Staff were offered furlough or to stay on and work. In total, thirteen staff supported the Park's Division's operations.

For the two months between mid-August and mid-October, the Portland Parks Conservancy focused its volunteer coordination on trash removal in city parks. Supporting the DPRF, they organized clean-ups of Deering Oaks, Eastern Prom, Western Prom, Baxter Woods, Fox Field, and Dougherty Field, coordinated over 230 volunteer work hours (~ \$6,500 value), and collected almost 70 bags of trash (approximately 1,600 gallons).

The last seven months of this reporting period has provided daily reminders of the importance of the City's open spaces – more important now than ever. Parks remain in a precarious situation to fulfill the needs of increasing demands on park infrastructure and the city staff.² Despite the deep budget cuts, staff shortages, and the toll it can take on those maintaining our parks and open spaces, staff brought a level of professionalism and dedication to their work maintaining the parks to a high standard, providing

² <https://www.pressherald.com/2020/08/05/portland-city-managers-proposed-budget-would-cut-65-positions-reduce-property-taxes/>

a safe and healthy respite for the whole community, and strengthened cross-departmental and partner relationships.

Some of the more significant developments reported in Park Commission meetings over the past year:

- The DPRF will hire a second full-time Park Ranger;
- The Parks Conservancy hired a new Parks Conservancy Volunteer Coordinator³;
- PC fall service event at Deering Oaks playground, October 2020;
- Preble Street playing fields and Back Cove South Storage Project;
- Homeless population use of Deering Oaks Park, Summer 2020;
- License agreement to maintain a property encroachment prior to sale of home at Western Promenade, September 2020. Withdrawn following meeting;
- Sally Deluca retired as the Director of Parks, Recreation and Facilities. Ethan Hipple is the new Director of Parks, Recreation and Facilities;
- The 2019 GSG focused on individuals experiencing homelessness and the challenges for parks⁴. A resource guide was developed in conjunction with this meeting.⁵ The 2020 GSG focusing on climate change, sea level rise, impacted areas, and park and open space goals and priorities was scheduled for May 6 at Ocean Gateway – the event was postponed due to the pandemic;
- Several additional interpretive sign locations discussed for Fort Gorges, Longfellow Park, and Riverton Trolley Park;
- Western Promenade Master Plan drafting and review. Process began in February 2019 Meeting with PC and Historic Preservation Board January 2020. Continued February 2020;
- Newly formed Friends of Baxter Woods, meeting with Park Commission, December 2019;
- CIP meetings and workshop, September and October 2019;
- PC visit to Fort Gorges with Friends of Fort Gorges, August 2019. Fort Gorges public forum September 2019⁶;
- Baxter Woods Leash Law Change. PC meetings April 2019 and July 2019. City Council vote 8-1 in favor October 2020; and,
- The Great Black Hawk Statute and Interpretive Panel was installed and dedicated, July 17th.

ACCOMPLISHMENTS & IMPROVEMENT PROJECTS

As of October 2019, the Park Capital Improvement Projects list contained \$739,000 worth of projects identified for FY2020, and \$2,120,960 worth of projects for FY2021. Projects identified under \$25,000 totaled \$171,050 for FY2019, \$214,850 for FY2020, and \$141,750 for FY 2021. Presented below are lists of accomplishments achieved or in progress for Portland parks during this reporting year. This includes several projects that were contemplated for completion through CIP funding:

- Amethyst Lot conversion our 67th park (Grant/Private/Property Sale Funded);

³ <http://www.portlandmaine.gov/2128/Parks-Conservancy> | <https://www.portlandparksconservancy.org/>

⁴ <https://www.youtube.com/watch?v=748o0XnjWA>

⁵ <https://www.portlandmaine.gov/DocumentCenter/View/24877/HomelessServicesResourcesGuide>

⁶ <https://www.portlandmaine.gov/2237/Fort-Gorges> | <http://www.portlandmaine.gov/1946/Fort-Gorges-Preservation-Plan> (Fort Gorges Preservation Plan)

- Riverton Elementary School Playground has been fully funded and groundbreaking occurred on 8/10/20 (CIP, Private, CDBG funded) Completion on September 14th when school started;
- Longfellow Elementary School Net Climber Replacement (CIP Funded);
- Tennis and Basketball Courts Resurfaced at Eastern Prom, Payson Park and Lyman Moore (tennis only) (CIP Funded);
- Baxter Woods Trail Relocation and Outdoor Classroom Improvements;
- Quarry Run Dog Park Improvements. Trails and overall park safety;
- Deering Oaks ZipKrooz. A 3-track with an ADA seat installed between the playground and tennis courts. (Privately funded);
- Western Prom Vista Clearing has begun near Pine Street and Carroll Street. Additional work on plantings and erosion control measures to come as well as invasive mitigation;
- Valley Street Dog Park to receive funding for possible expansion and fence repair work alongside the parking lot and trail improvement to upper Western Prom. The dog park was resurfaced, and some overgrowth vegetation was removed; and,
- The history of Park names was researched and included on the Parks Department website.

Updates to CIP and other projects previously contemplated for completion in 2020/2021:

- Bramhall Square Improvements are designed with an anticipated 2021 installation;
- Congress Square Park Redesign discussions have occurred and are waiting for CIP funding this coming year to begin work;
- Back Cove Trail Regrading and Resurfacing is newly acquired funding and will commence as time allows;
- Deering Oaks and Eastern Prom walkway improvements are being designed. Eastern Promenade design has been completed and was unanimously approved by the Historic Preservation Board. Deering Oaks is in the beginning stages of design. Once completed and if approved, a combination project bid would be advertised for a possible Summer 2021 completion;
- East End Waterfront Access Plan (EEWAP) is waiting for private funding so we can proceed with a portion of the project at this time;
- Western Promenade Master Plan will be presented as a communication to the City Council shortly;
- Western Prom Serpentine Trail has been awarded and improvements will be made fall of 2020. Trail widening and guardrail placement for safer snow removal by staff;
- Evergreen Cemetery Frontage Improvements are still underway with progress completed this summer;
- Dougherty Field Irrigation to be installed at the same time as the playground design and site work in the Spring/Summer of 2021 (CIP Funded);
- Dougherty Field Playground Phase I is going out to bid for design and equipment Fall/Winter 2020. Phase II will be site work and installation in Summer/Fall 2021;
- Dougherty Field Basketball Court Reconstruction is tied to the playground project. Completion will be by Summer/Fall 2021;
- Skatepark Expansion is waiting community fundraising. CIP total is \$340,000;
- The Fox Field/Kennedy Park Futsal Court is under contract with construction beginning Fall 2020 and completion in Spring 2021;

- Fitzpatrick Drainage is in design with assistance from Public Works and Public Buildings. Planned for completion in Summer of 2021;
- Tennis/Basketball Court Resurfacing at Lyman Moore School (basketball), and Riverton park (tennis) and various small park basketball courts are postponed (anticipate being carried out through inclusion in next budget round);
- Lyseth Playground is the next funded playground that we anticipate a design to occur Winter 2020/2021. Installation anticipated for Summer 2021;
- Riverton School Basketball Court Reconstruction is in design. Anticipate a bid process winter of 2020/2021 and installation before school starts in 2021;
- Riverton Softball Drainage is being designed and modified. Anticipated Spring 2021 completion; and,
- Riverton Preserve ADA Trail to be designed in 2020/2021.

PARK FINANCE

The evolution of the operational budget for the Department of Parks, Recreation, and Facilities in FY 2020 and 2021 is shown in Table 1. The operational expenditures of the various departments in the city are met by a combination of General Fund budget allocations and retained revenues from fees, grants, and other sources. In most budget years, over two-thirds of the Parks, Recreation, and Facilities Department's operating expenditures are met by retained revenues from fees and user charges, with the General Fund budget making up the difference. Several of the facilities managed by the Department – including the Riverside Golf Course, Merrill Auditorium, and Expo Center -- cover most of their operating costs through retained revenues. For some facilities managed by the Department, revenues have historically exceeded operational expenditures. (In normal years, Merrill Auditorium revenues are more than four times the level of its operational expenditures.)

**Table 1 – General Fund Expenditures, City of Portland
and Department of Parks, Recreation, and Facilities**
(Finance Department, *Fiscal Year 2021 Appropriation Resolve*)

Budget	FY 2020	FY 2021	% change
City of Portland, All Departments	263,520,934	256,986,420	-2.5%
Total, Parks, Recreation and Facilities Department	11,517,193	9,324,469	-19.0%
- Parks Rec & Facilities Admin	639,408	483,407	-24.4%
- Parks	1,129,821	847,077	-25.0%
- Forestry	710,847	727,060	+2.3%
- Athletic Facilities	811,667	912,822	+12.5%
- Cemeteries	827,545	784,163	-5.2%
- Recreation	1,901,439	1,425,500	-25.0%
- Aquatics	639,302	470,351	-26.4%
- Golf Course	1,100,519	991,379	-9.9%
- Golf Course Restaurant	540,787	227,699	-57.9%
- Ice Arena	595,229	551,074	-7.4%
- Public Assembly Facilities	1,061,236	610,039	-42.5%
- Concessions	418,426	369,979	-11.6%
- Custodial Services	958,378	814,505	-15.0%

- Merrill Auditorium	182,589	109,414	-40.1%
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Parks account for just 9.1% of the Department of Parks, Recreation, and Facilities' operational expenditures, and just 0.3% of the city's operational expenditures. This is slightly less than the allocation for Riverside Golf Course, and considerably less than the outlay for recreational programs (Table 1). Parks generate fewer revenues than most programs and facilities, and in normal years thus require a larger share of budget financing than most of the Department's other divisions. In FY 2020, Parks Division revenues were just 8% of its operational expenditures. Although the Parks Division accounts for just 9.1% of the Department's operational budget, it accounted for 19.6 % of the General Fund budget received by the Department in FY 2020.

The disruptions associated with the coronavirus have led to increased expenditure needs in several areas and declining revenues across the board. All Departments have been affected. The General Fund expenditure budget for the city declined by 2.5% in FY 2021 (versus a 5.9% increase the prior year).

The operational budget for the Department of Parks, Recreation, and Facilities declined by 19.0% in FY 2021-- the largest budget decline of any department except for Planning and Urban Development. Within that departmental budget, the budget for parks operations declined by 25.0% (Table 1). The budget allocation for athletic facilities increased by 12.5% in FY 2021, and the forestry allocation increased by 2.3%. Although there were also significant declines for other divisions in the Parks, Recreation, and Facilities Department, including Merrill Auditorium, Riverside Golf Course, Public Assembly Facilities, and Troubh Ice Arena, most of those declines reflect the closure of the facilities concerned and the consequent decline in revenues.

To put the Parks Division's budget situation into context, FY 2021 budget allocations net of revenues for the Department's main revenue-earning divisions like Merrill Auditorium and Riverside Golf Course actually increased in FY 2021. That was not true for the Parks Division. Portland's parks remained open throughout the early months of the pandemic, and many experienced an increase in use as Portland residents sought relief from the pandemic-related confinement and closure of other public gathering spaces. Thus the 25% reduction in the Parks Division's budget was significantly larger in impact than a comparison of gross budget allocations would suggest. That led to particular challenges for the city's parks.

The budget cutback for parks has led to the loss in the FY 2021 budget of a number of staff positions, including the operations coordinator for parks, the parks foreman, four parks maintenance workers, and one athletic field maintenance worker. In addition, a budget freeze has blocked the hiring of staff for several formerly approved positions, including a parks maintenance supervisor, an athletic facilities supervisor, and an arborist. Park maintenance has inevitably suffered; some maintenance tasks have had to be deferred until increased city revenues allow the restoration of a more normal budget for parks operations and maintenance.

The Parks Commission has expressed its concern about the reduced resources for parks operations and maintenance and the consequent impact on the quality of the park experience for Portland residents and visitors. The Commission's Finance Committee has been working with staff of the Department of Parks, Recreation, and Facilities to explore options for supplementing budget financing in order to reverse or at least mitigate the decline.

Parks are public goods as defined by economists: a) they are “non-rival” goods, meaning that one person’s benefit doesn’t reduce the benefit for others, and b) they are “non-excludable” goods, meaning that it is not possible or not practical to provide their benefit to one individual without making it available for others to enjoy. Public goods tend to be under-provided in a free market because their characteristics of non-rivalry and non-excludability mean there is an incentive for users not to pay – the “free-rider” problem. For that reason, parks are generally financed and managed by governments, usually at the local level.

Public budgets for parks are by nature particularly vulnerable to budget underfunding because they provide public goods that benefit the entire community. Because their benefits are diffuse, parks do not generate the same level of public advocacy in the budget review process as programs with more targeted benefits – such as schools, and programs for the homeless and other vulnerable groups. This lack of citizen voice during the budget approval process makes park financing particularly vulnerable to underfunding.

The public goods distinction is usually cited as a reason for public rather than private provision. But it also applies to different kinds of publicly provided services – even to services provided by the same department of city government. Public parks provide diffuse benefits to a broad category of “passive” users who benefit from parks even if they do not participate in organized activities in parks. As originally conceived by Mayor James Phinney Baxter and other earlier advocates of Portland’s public park system, the main motivation for creating public parks in the first place was to create natural landscapes and seascapes as a healthy and beautiful alternative to the increasing congestion of urban life. Portland’s Parks today provide these benefits not only to park visitors, but even to people who do not visit parks. An example is the scenic vistas of Casco Bay which benefit everyone who walks, bicycles, or drives along the Eastern Prom and Fore Street.

In more recent years, Portland’s parks have evolved to offer a range of athletic, educational, and recreational activities. Park users who participate in these programs -- for example, Pickleball enthusiasts and Little League parents -- tend to be vocal advocates for “their” programs in parks, whereas there is little or no public advocacy for the ongoing needs of park maintenance and beautification. This is another example of the free rider program, which may help to explain the small share of the Parks Division in the overall departmental budget.

The Parks Commission has discussed with the Department of Parks, Recreation, and Facilities several approaches for mobilizing additional financing for Portland’s parks. The most widespread approach to dedicated park financing is to finance capital costs of park acquisition or improvements through a voter-approved bond issue. Voter-approved initiatives to issue general obligation bonds for parks and park-related purposes have a strong record of success in Maine and around the country:

“Nationwide, big cities have an impressive track record of passing funding measures for parks and open space. Since 1996, voters in cities and urban counties across the country approved 137 of 153 such measures for a 90 percent success rate (even higher than the national average for all conservation measures which is 76 percent approval). Bonding is by far the most common

funding mechanism employed by cities—accounting for 70 percent of the parks ballot measures—followed by the property tax and sales tax at 14 percent each.”⁷

An important limitation of bond financing, however, is that it is generally limited to capital costs, whereas the main financing challenge for Portland’s parks concerns financing of operations and maintenance costs.

Another source of budget supplementation are impact fees levied on new development, with dedicated revenues for park development. An impact-fee financing ordinance was adopted by Portland’s City Council in 2018, partly at the recommendation of the Parks Commission. The ordinance makes developers responsible for payment of fees for various kinds of development, with designated portions of each fee designated to be set aside for parks and recreation, transportation, and wastewater treatment. Parks and recreation are designated to receive \$1,126 for each new residential unit, with a similar schedule of fees for other types of development. Since the enactment of the ordinance, the Department of Parks, Recreation, and Facilities has collected \$200,000 in impact fees for parks and recreation facilities.

Under the new impact-fee ordinance, “funds from these accounts shall be distributed to City departments solely for the purpose of capital projects identified in the City of Portland’s most recent Impact Fee Study.” Thus, under current legislation, impact-fee revenues cannot be used to finance general operations and maintenance of the city’s parks.

Yet another source of budget supplementation for parks is from funds raised by parks friends groups through individual and corporate contributions and foundation grants. This is an important source of financing for several parks in Portland, as it has been for parks nationwide. Eastern Promenade Park, Congress Square Park, Deering Oaks Park, Lincoln Park, and Evergreen Cemetery, in particular, have benefited from significant financing by their respective friends groups.⁸ Under the Parks ordinance, the Parks Commission is charged with working with parks friends groups “to discuss annual projects and to recommend goals and priorities for capital improvement projects to the city council.”

The Commission is working on strengthening its support to parks friends groups to improve their strategic planning capacity, fund-raising effectiveness, and financial transparency. The Commission’s Finance Committee is working with the Department of Parks, Recreation, and Facilities to develop a Memorandum of Understanding that would describe the mutual responsibilities of friends groups and the city in protecting and improving Portland’s parks. Together with the Outreach Committee, the Finance Committee is updating the 2017 *Friends and Community Partners Handbook* to strengthen the Commission’s support and guidance to friends groups in fundraising and financial reporting.

The Finance Committee also worked with staff of the Parks, Recreation, and Facilities Department to develop the website for the “Love Portland” giving program for parks. The website allows the public to contribute to various categories of park improvements, with specific locations and dedications. Still relatively new, the program has collected \$1,400 to date for the planting of trees in Portland’s parks.

⁷ *Conservation Finance Study, March 2015: City of Portland, Maine*, pages 20 and 21. Trust for Public Land, March, 2015.

⁸ Since 1997, the Friends of the Eastern Promenade have raised \$920,000 for the benefit of the Eastern Promenade Park and Fort Allen.

Although still modest, this financing is making an important contribution to the natural beauty of our parks and to a healthy environment. Hopefully, financing from this source will grow in the future.

In sum, the passive benefits of parks are particularly important during the restriction of public gatherings under current measures to limit the spread of the coronavirus. Public visits to parks have increased markedly since the start of pandemic restrictions, even as recreational and athletic programs have been curtailed for public health reasons. Public visits to parks have become increasingly important for the physical and mental health of Portland residents as they seek an escape from pandemic-related confinement. Visits to public parks provide one of the few available sources of healthy exercise and renewal while respecting the prevailing recommendations for social distancing.

Portland has an unusual richness of public parks. But the quality of the park experience is threatened by budget cutbacks for parks operations and maintenance. The Parks Commission urges city authorities to restore budget financing for parks operations and maintenance in the current budget year. We also urge the Council to give parks operations and maintenance greater prominence in future budget years in order to ensure that parks fulfill the vision of their founders⁹ and continue to play a vital role as a source of healthy exercise, renewal, and pride for all Portland residents during the current pandemic and in the future.

⁹ *Bold Vision: the Development of the Parks of Portland, Maine*, edited by Theo H.B.M. Holtwijk and Earle G. Shettleworth, Jr., Greater Portland Landmarks, 1999.

CAPITAL IMPROVEMENT PROJECTS

Park Master Plans, Projects, and Improvement Project Timeline:

- 2021-2030 Capital Improvement Projects and Timeline for Parks¹⁰
- FY2020-FY2024 City of Portland Capital Improvement Plan¹¹

Table 2: Summary of FY20-FY21 CIP Projects and FY19-F21 Projects Under \$25,000 by location or type:

Location or Type	Project	FY19-FY21	CIP	<25k
<i>Amenities</i>	Picnic Pavilions	\$85,000	X	
	Ping Pong--Outdoor	\$10,000		X
<i>Back Cove</i>	Preble St Synthetic Turf Field***		X	
	Baxter Boulevard Safety Enhancements --Stairs and Railings		X	
	Back Cove Guard Rail		X	
	Back Cove Re-pave Tukey's Bridge Approach		X	
	Back Cove Trail Reconstruction and Stone Dust Resurfacing	\$75,000	X	
	Back Cove interpretive panel replacement	\$5,000		X
	Back Cove Fitness Course Replacement	\$5,000		X
	Back Cove Guard Rail 1-295	\$10,000		X
<i>Baxter Pines</i>	Baxter pines info kiosk	\$2,500		X
	Baxter pines trail work	\$5,000		X
<i>Bike Park</i>	Bike Park Design	\$10,000		X
<i>Cemetery</i>	Road Reconstruction (Focus for 2021: Evergreen and Forest City)	\$100,000	X	
<i>City-Wide</i>	City-Wide: Fencing Replacement	\$50,000	X	
	City-Wide: Park Walkway ADA Paving (2021 Priorities: Dougherty Field, Payson Park, Lower Western Prom)	\$100,000	X	
<i>Community Gardens</i>	Various Fence Repairs/Additions (3-4 Gardens)	\$30,000	X	
	Various Shed Replacements		X	
	Fence replacement (10 gardens, 1 fence per year)	\$24,000		X
	General Infrastructure Repair--Water lines, faucets, vandalism	\$3,000		X
	Shed Replacement	\$6,000		X
<i>Congress Square Courts</i>	Congress Square Park Design and Construction	Planning CIP (tbd)		
	Back Cove Fitness Court		X	
	Fox St Basketball Resurface		X	
	Payson Tennis and Basketball Court Resurface	\$29,000	X	
	Payson Tennis--Add Tennis Court lights		X	
	Riverton Basketball Reconstruction	\$69,000	X	

¹⁰ <https://www.portlandmaine.gov/1943/Park-Master-Plans-and-Projects>

¹¹ <https://www.portlandmaine.gov/DocumentCenter/View/26951/Capital-Improvement-Plan-FY-2020---FY-2024> (project details in Part B, list of parks projects on pages 134 and 135)

Location or Type	Project	FY19-FY21	CIP	<25k
	Riverton Tennis Court Resurface/Pickleball Conversion (Aging in Place)		X	
	Valley Street Basketball Reconstruction		X	
	West End Court Resurfacing (Pleasant St, Tyng Tate, Reiche, Taylor)	\$30,000	X	
	Adams St Playground x 1	\$500		X
	Deering Oaks Basketball x 2	\$1,000		X
	Dougherty x 1	\$500		X
	Eastern Prom x 1	\$500		X
	Fox Street x 2	\$1,000		X
	Longfellow School x 1	\$500		X
	Lyman Moore x 2	\$1,000		X
	Payson x 1	\$500		X
	Riverton School x 1	\$500		X
	Valley Street x 1	\$500		X
	West End (Pleasant, Tyng Tate, Reiche, Taylor) x 4	\$2,000		X
	Eastern Prom Practice Wall	\$5,000		X
	Eastern Prom x 3	\$2,400		X
	Lyman Moore x 3	\$2,400		X
	Payson Tennis x 4	\$3,200		X
	Riverton Tennis x 3	\$2,400		X
<i>Deering High School</i>	Deering High School Field Upgrades		X	
<i>Deering Oaks</i>	Deering Oaks Baseball Lights		X	
	Deering Oaks Infield Upgrades and Irrigation		X	
	Deering Oaks Lighting Replacement	LED project		
	Deering Oaks Restroom: "Portland Loo" or similar	\$171,000	X	
	Deering Oaks Sidewalks--ADA walking paths around pond, ADA access to Ravine	\$149,000	X	
	Deering Oaks Castle: ADA railing repair (EO attempting repair)	\$10,000		X
<i>Dougherty Field, Skate Park, Kiwanis</i>	Dougherty Field Irrigation		X	
	Dougherty Skate Park Expansion		X	
	Skatepark erosion and asphalt	\$8,250		X
	Skatepark Landscaping, Trees, Shrubs, and Picnic Tables	\$6,000		X
	Skatepark water fountain	\$6,000		X
	Kiwanis Playground Seating, Trees, Pergola	\$8,000		X
<i>Eastern Promenade & East End Beach</i>	East End Boat Ramp Reconstruction		X	
	Eastern Prom Cleaves Monument Plaza and Walkways	\$91,960	X	
	Eastern Prom East End Waterfront Access	\$87,000	X	
	Eastern Prom Invasives/Hillside Clearing	\$75,000	X	
	Eastern Prom 90' Embankment Slide	\$50,000	X	
	Eastern Prom/Back Cove Wayfinding	\$3,000		X
<i>Evergreen Cemetery</i>	Evergreen Driveway Drainage	\$260,000	X	
	Wilde Chapel Masonry (2020 priority: emergency repairs)	\$75,000	X	
	Mackworth St Stairs to Baxter (Public Works???)	\$10,000		X
<i>Fitzpatrick Stadium</i>	Fitzpatrick Paving and ADA Improvements		X	
<i>Fore River Trail</i>	Fore River Trail--remove fence, install wood guard rail	\$3,500		X

Location or Type	Project	FY19-FY21	CIP	<25k
<i>Fort Gorges</i>	Fort Gorges Preservation Plan (Structural Stabilization)	\$291,000	X	
<i>Fort Sumner</i>	Fort Sumner Lighting		X	
	Ft Sumner Lighting on Trail	\$10,000		X
	Ft Sumner Master Plan Update	\$5,000		X
	Ft Sumner Water Fountain	\$5,000		X
<i>Harborview</i>	Harborview Lighting	LED project		
<i>Invasive Species</i>	Ongoing Annual Mowing 10 days at \$1000	\$30,000		X
<i>Lincoln Park</i>	Lincoln Park Fence--Congress St	\$275,000	X	
<i>Longfellow Elementary</i>	Ludlow Pond Dirt Road repair	\$2,500		X
	Ludlow Pond Grading	\$15,000		X
<i>Lyseth</i>	Lyseth Playground	\$275,000	X	
<i>Martins Point</i>	Martins Point Access Improvements		X	
	Martins Point Site Plan: trails, steps, boat access	\$10,000		X
<i>Oatnuts</i>	Oatnuts Trail Improvements	\$5,000		X
<i>Ocean Ave</i>	Ocean Ave Bridge over Drainage Swale	\$5,000		X
<i>Payson</i>	Payson B Softball Drainage and Irrigation		X	
	Payson Park Bollard Replacement (Replace wood with granite)	\$50,000	X	
	Payson Park Master Plan Update		X	
	Payson Park Playground	\$250,000	X	
	Payson Park Cross-Park Trail (Front St to Baseball Parking lot)		X	
	Payson Park Master Plan	\$25,000		X
	Payson Park Walking Paths	\$10,000		X
<i>Peaks Island Dog Park</i>	Peaks Island Dog Park Fence	\$15,000		X
<i>Peppermint</i>	Peppermint Park Entrance Plaza Smith St--Brick	\$10,000		X
<i>Presumpscot School</i>	Presumpscot Playground Retaining Wall, Chip Retention	\$9,500		X
<i>Quarry Run Dog Park</i>	Quarry Run Dog Park Fence Repair	\$20,000		X
	Quarry Run Water Faucet	\$2,500		X
<i>Riverton</i>	Riverton Trolley Park Trails, Water Access Improvements		X	
	Riverton Trolley Park--new trail kiosk	\$10,000		X
	Riverton Trolley Park Trail	\$5,000		X
<i>Signs</i>	Park Entrance Signs	\$20,000		X
<i>Trail</i>	Sensory Trail (8 ft wide ADA accessible stone dust path with added elements and signage for individuals with hearing loss, sight loss or other physical challenges)	\$96,000	X	
<i>Western Promenade</i>	Western Prom Vista Clearing and Plantings	\$50,000	X	
	Western Prom Switchback Widening	\$10,000		X
	Western Prom Regrade Trail, Erosion Control	\$12,500		X

SURVEY OF PARK FRIENDS GROUPS

Table 3: Results from Park Commission survey of friends groups

What is the name of your Friends Group?	Friends of Lincoln Park	Friends of Fort Gorges	Friends of Deering Oaks	Peaks Environmental Action Team	The Friends of Fort Sumner Park	Friends of Mayor Baxter Woods	Friends of Western Promenade	Friends of Deering Oaks	Friends of Harbor View Park (part of WENA)
How frequently is your group in communication DPRF?					Occasionally	Occasionally	Often	Often	Often
Have you ever attended a meeting of the PC?					Yes	Yes	Yes	Yes	Yes
Are you a 501c3 organization?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No
Does your Friends Group have an Executive Director?	Yes	Yes	No	No	No	No	No	No	No
How many people serve on the board?	Six	6	Eight (8)	seven	Five	Three	5 Board Members, 3 Advisory Board Members	Seven (7)	No board - a loose team of 4-6 advisors
How many members are in this Friends Group?	estimated 150 via eblasting	While we are not a membership organization, we have an email list of over 5K and a social media reach that exceeds 10K	About 125	15	100+ (but over 300 email addresses)	300+	No formal membership currently. We do have a mailing list of interested parties.	About 200 (about 120 households)	Volunteers, not members
Does the City have a Master Plan for your park?	Yes	No	Yes	No	In process	Yes	In process	Yes	No
Do you use that Master Plan for your park?	Yes	We don't have one to use	Yes	We don't have one to use	We plan to	Yes	We plan to	Yes	No
If your park has one, how do you use your Master Plan?	As a guide in reconstructing an historic landmark, dating back to 1866	N/A	We have followed the MP very carefully since our group was formed in 1997. We estimate that the identified Master Plan projects are now about 75-80% complete.		NA	Use master plan as a guide to identify specific areas of the park's natural habitats for protection, and to target ways we can work with City Staff to better preserve MBW for all park users, as well as the flora and fauna within parks borders.		Actively advocate for completion of elements of Master Plan, raise private funds to supplement City efforts. We do not raise funds for basic City responsibilities, e.g. sidewalks. Estimate Master Plan (1994) is 75-80% complete.	we would like to create a longer-term plan for the park but the social and economic impact of the pandemic and the limitations on the Parks Dept are not promising.
Do you have a Capital Campaign now?	Yes	No	Yes	No	No	No	No	No	No
If yes, how much are you trying to raise for your Capital Campaign?	\$1,600,000	N/A	Just finished capital campaign for the Great Black Hawk sculpture. Successfully raised \$27,000 needed for the project.		We plan to begin a capital campaign to raise funds for lighting along Fort Sumner Trail	N/A	Expect to kick off a Capital Campaign in Fall, 2020 coincident with City adoption of the Master Plan.		We are not raising money for a Capital Campaign.
How much have you raised to date?	confidential at this time	N/A. We're preparing to launch a "preservation campaign".	All.		None	Raised approx. \$2,000 in 2019 Kickoff campaign to support establishing a Friends group - to fight the City's push for a full-time leash law in Mayor Baxter Woods. We are still poised to fight the leash law proposal.	We have raised \$20,000 to date, largely as a match to the HPF grant, collectively underwriting the Master Plan cost.	Over 23 years (1997), FoDO has raised \$920,000 for capital projects and programs.	\$20,800 (not Capital Campaign)
How many volunteer hours did your members perform in the park this past year?	Haven't a clue	500+ off-site, approx. 150 on-site	Two - focused effort: individual donors, foundations, corporations, social media effort.	120	120+	Estimate hundreds of hours of cleanup by individuals - organized and ad hoc, as well as separate efforts to remove invasives. Currently seeking guidance from City on removal of invasives to implement this aspect of the master plan.	Approximately 200 hours, largely in support of Master Plan	10	250 hours in the park. 400 hrs. in office work.

AGENDA ITEMS JUNE 2019-MAY 2020

Meetings of the Park Commission with links to agendas for quicker access to packets of meeting agendas, notes and supporting materials.

- Oct 2020
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1711&key=-1&mod=-1&mk=-1&nov=0>
- Sept 2020
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1710&key=-1&mod=-1&mk=-1&nov=0>
- August 2020
No meeting
- July 2020
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1092&key=-1&mod=-1&mk=-1&nov=0>
- June 2020
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1091&key=-1&mod=-1&mk=-1&nov=0>
- May 2020
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1090&key=-1&mod=-1&mk=-1&nov=0>
- April 2020
Meeting cancelled
- March 2020
Meeting cancelled
- Feb 2020
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1087&key=-1&mod=-1&mk=-1&nov=0>
- Jan 2020
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1461&key=-1&mod=-1&mk=-1&nov=0>
- Dec 2019
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1085&key=-1&mod=-1&mk=-1&nov=0>
- Nov 2019
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1084&key=-1&mod=-1&mk=-1&nov=0>
- Oct 2019
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1083&key=-1&mod=-1&mk=-1&nov=0>
- Sept 2019
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1082&key=-1&mod=-1&mk=-1&nov=0>
- Sept 2019 Workshop
<https://portlandme.civicclerk.com/Web/Player.aspx?id=1100&key=-1&mod=-1&mk=-1&nov=0>
- Aug 2019
<https://portlandme.civicclerk.com/Web/Player.aspx?id=97&key=-1&mod=-1&mk=-1&nov=0>
- July 2019
<https://portlandme.civicclerk.com/Web/Player.aspx?id=95&key=-1&mod=-1&mk=-1&nov=0>
- June 2019
Meeting cancelled

PARKS INVENTORY FOR THE 2020 CITY OF PORTLAND, MAINE

PARKS COMMISSION REPORT

Park Inventory

The following sources were used in drafting the below inventory of Parks of Portland, Maine: 1. Section 2-44, City Code for City of Portland, Maine, revised 7/10/14 (the “Land Bank Ordinance”) 2. Section 18-11, City Code for City of Portland, Maine, revised 5/28/14 (the “Parks Ordinance”)

N.B. School playgrounds and athletic fields are not included in the park inventory even though the City of Portland does maintain and fund ongoing maintenance and replacement. PARKS IN THE CITY OF PORTLAND, MAINE

Dedicated Parks Listed in both the Parks Ordinance and the Land Bank Ordinance:

Back Cove Park and Trail
Barrows Park/Baxters Sundial
Baxter Pines
Baxter Woods
Bayside Park, also known as Stone Street Playground Bell Buoy Park
Belmeade Park
Capisc Pond Park
Clark Street Park
Congress Square Park
Deering Oaks Park
Dougherty Field
Eastern Promenade Park, East End Beach, Fort Allen Park
Fessenden Park
Fort Gorges
Fort Sumner Park
Fox Field/Kennedy Park
Harbor View Park and Tate-Tyng Park
Heseltine Park
Lincoln Park
Lobsterman Park
Longfellow Square
Monument Square
Munjoy South Playground
Payson Park
Peppermint Park
Pleasant Street Park
Post Office Park
Riverside Golf Course
Riverton Trolley Park (incorrectly listed as Riverton Park in the Ordinances)
Stroudwater Parks (there are 2 listed in the Ordinances)
Taylor Street Park

Tommy's Park
Western Promenade Park

Dedicated Parks Listed in the Parks Ordinance and Not the Land Bank Ordinance:

Andrews Square – N.B. This Park consists of a flagpole only

Bayside Trail

Bedford Park

Boothby Square

Boyd Street Gardens

Bramhall Square

Caldwell Square

Clark Street Playground

Tate-Tyng Playground (not in alphabetical order because of association with Harborview Park)

Longfellow Park

Marada Adams Playground N.B. This Park is located at the corner of Beckett and O'Brion Streets and is not the Adams School Playground Martin's Point Park

Nason's Corner Park

Pedro Field

Pleasant Street Playground

Quaker Park

South Street Playground

Trinity Park

Winslow Park

The Parks Commission notes that University Park is listed in the Land Bank Ordinance and not in the Parks Ordinance. University Park is therefore included on the Land Bank Registry as a Land Bank property that is not a park.



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

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

Parks Division Staffing

We are in the hiring process for our second full time Park Ranger
We are in the hiring process for our Athletic Facilities Supervisor
We are also submitting recommendations for hire for the two Arborist vacancies
The department is performing interviews for the vacant Principal Financial Officer and Principal Administrative Officer positions
One remaining vacancy, due to retirement, is within our Playgrounds Crew which will be advertised shortly

FY21 CIP

There will be a much smaller allocation of project CIP money in 2021. Will review a priority list with the Parks Commission before submission to the City Manager.

Franklin Meadow

The tarp has been removed from the Franklin Meadow space. It has been there since the summer of 2019 and was 100% effective in killing all the growth beneath it. The Maine Audubon and our Horticulture Crew partnered in planting 250 established wildflower plants and will be dormant seeding the entire space with specific wildflower seed to germinate in the Spring.

Stonyfield Organic Grant

The City received a \$5,000 grant from Stonyfield Organic with a matching grant from Hannaford to convert Fox Field to completely Organic. Fox is one of our heaviest use athletic fields and is exempt from the pesticide ordinance until January 2021. Through this grant we are afforded consultation by Chip Osborne and Beyond Pesticides to formulate an organic program and implement it on the field. Soil Tests and evaluation have been completed and we are beginning the process in November 2020 with aeration, top dressing, dormant seeding and liming. Our goal would be to use this process to develop a program that we can implement across all our parks and athletic fields across the city.

Winter Operations

Snow is still a priority to be removed even with staff cuts. We will be utilizing other divisions within the department to accomplish our goals and service across the City. Sidewalks, City Hall, Public Safety Buildings, Trails, Ponds and Cross Country Ski Trails will all be tackled this winter.



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

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

Park Projects and Department Updates

Staff are working on the following Park Improvement projects:

- Riverton School Playground: 250 perennial plants have been added to the playground for erosion control and activity buffer along the perimeter
- Dougherty Field Playground: The selection committee is meeting the week of November 2 to review the proposals for design and equipment only. The work and installation will be in the next phase
- Park Walkway improvements: Eastern Prom walkway improvements have been unanimously approved by Historic Preservation. Deering Oaks is next up for a combined RFP to be executed in the Spring/Summer of 2021.
- Futsal Court at Fox Field: Bids have been received and we will be breaking ground this fall, pending contractor availability.
- Baxter Woods Improvements: Relocation of the fence perimeter trail and renovation of the outdoor classroom space is in progress. Resurfacing the main carriage path is next on the list. The Contractor for the condo units will also be adding additional plantings near Stevens Avenue, replacing the current chain link fence, removing some invasive species, and re-establishing the tree alley
- Riverton Preserve ADA Trails: Design will be completed this fall (2020) for a Spring/Summer build of 2021. This improvement will unlock future LWCF grant money across the city
- Fitzpatrick Drainage Improvements: Drawings are complete. We will advertise an RFP this Winter for a Spring construction
- Riverton Basketball Court Reconstruction: We have initial sketches of the new design. Looking to have a complete drawing done over the winter for a 2021 build.
- Still searching for a Monument Square Christmas Tree
- Locating and treating all Hemlock Woolly Adelgid in Baxter Woods
- Cleaning out the Deering Oaks Pond of algae growth from the summer in preparation for 2021. The less nutrients in the water, the clearer it will be each season.
- Athletic Facilities are aerating, top dressing and dormant seeding a few high use fields to set up 2021 Spring growth of turf grass
- The Portland Parks Conservancy, through it's Volunteer Coordinator Jesse Billingham, have worked with 52 unique volunteers from mid August to October and have tallied 273 volunteer hours over that time period.