



Commission Members:

Chair Pat Bailey, Andrew Butcher, Jennifer Fox, Jon Kachmar, Kara Wooldrik, Simon Rucker, Baxter Miatke, and Andrew Zarro

City of Portland
Land Bank Commission Agenda

June 9, 2021

5:00 PM

On the second Wednesday of the month at 5:00 pm, 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.

Please use the link below to join the webinar:

<https://zoom.us/j/98497248698?pwd=QjJ1OUdoaitxMHZsb1V4RzRZbE50QT09>

Passcode: LandB8nk!3

Or Telephone:

**US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or
+1 253 215 8782**

Webinar ID: 984 9724 8698

- I. Call to Order
- II. Citizen Comment Period
- III. Agenda Items
 - i. Acceptance of the May 12, 2021 Meeting Minutes
 - ii. Treasurer's Report
 - iii. Secretary's Report
- IV. Communications
 - i. Parks Commission Report
 - ii. Parks Division 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.



V. Parcel Updates

VI. Adjournment

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.

2 | Land Bank Commission
landbank@portlandmaine.gov



Commission Members:

Chair Pat Bailey, Vice Chair Steve Morgenstein, Jennifer Fox, Jon Kachmar, Kara Wooldrik, Simon Rucker, Baxter Miatke, and Andrew Zarro **Staff Members:** Mike Murray, Doug Roncarati and Samara Ray

**City of Portland
Land Bank Commission Agenda
May 12, 2021
5:00 PM**

On Wednesday May 12th at 5:00 pm, the Portland Land Bank Commission conducted 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.

I. Call to Order

The meeting was called to order at 5:02pm

II. Citizen Comment Period

No public comments

III. Agenda Items

i. Acceptance of the April 14th, 2021 Meeting Minutes

The cost of the Riverton Trolley Park parcel appraisal was 3,400 not 20,000 as reflected in the minutes for the March 10th meeting. The minutes will be corrected. Baxter made a motion to accept the minutes and Jon seconded, the minutes passed unanimously with one abstention.

ii. Treasurer's Report

Baxter has looked over the financials and has created a Treasurer Report in the shared Google Drive. The Land Bank's current cash balance is \$320,651.13. The total cash balance and estimated allocated money that is not bonded yet is \$494,041.01 Jennifer Foxes' family made a donation to the Land Bank Commission in honor of Mothers Day.

Pat requested City Staff to share with the Commission what projects the Land Bank has budgeted for this year, so the Commission can be aware when they see money coming out of the Land Bank Fund. Mike said he will pass this information along to Baxter. One Parks project that was budgeted is the signage for open spaces that will go up this Spring or early Summer. Mike said the installment of the signs may need to be contracted out if the Parks remain understaffed.

iii. Secretary's Report

Simon generated a well received press release for the Rand Road Property that recently went into the Land Bank. Simon took photos of the Rand Road property and put them in the Land Bank Google Drive. Simon encouraged Commissioners to add photos to the Drive when they have pictures of properties.

IV. Communications

i. Parks Commission Report

The Greenspace Gathering and Park Commission meeting was held on May 6th 2021. The Theme was Building and Sustaining an Effective Friends Organization. Guest Speakers from Portland Friends Groups addressed this topic with the Parks Commission and over 20 members of the public in attendance.

ii. Parks Division Report

Parks has received CDBG Funding for a pilot program for public restrooms in various parks throughout the city to address the shortage of public restrooms, hiring has been a challenge for every Division within the City. Earth Day cleanups occurred on Earth Day and through the weekend after. The Parks Department is gearing up for a busy spring and summer season.

V. Tax Acquired Property List

On the City's tax acquired property list there is a collection of Parcels at Redlon Woods and another collection of parcels at Holbrook. Simon and Doug will review this list in further detail.

VI. Parcel Updates

Redlon Parcels

- Pat reviewed and gave an update on Redlon Woods parcels to the Commission. This is a project that has been ongoing with the Land Bank for 3 years. Within this area there are parcels that have been donated to the Land Bank, parcels that are on the tax acquired list and parcels that would need to be purchased by the Land Bank. In terms of development, Redlon is a private road, developers would never be given an easement to use the road for development.
- Janet Berry owns a house in this area and it is encumbered by a mortgage. About 12 months ago the property was appraised at 280,000 which is about the same amount of debt Janet has on the house. Now comps for this property are between \$370-395,000, now lenders have a loan to value for Janet Berry's house. Newest comps provided to Pat have shown that this property may meet the loan to value requirements of the lender.
- The Commission decided to vote on an updated appraisal for Janet Berry's property. Pat made a motion to approve an updated appraisal for the cost of \$500- 900 for the ongoing Redlon project. Steve seconded this motion, it passed unanimously.

Holbrook

- This property stuck out on the tax acquired property list. Kara noted it would be hard to make a habitat or ecosystem argument for this property, but if it is buildable it would be a good place for housing. The Commission will go through the analysis on this area.

Other Updates

- **Land Bank Assignments-** There were a lot of applicants for the two open Land Bank Commission seats. Interviews will be held on May 24th for the open seats. Kara from Portland Trails will transition to a non voting member and act as the representative of Portland Trails on the Commission. Pat suggested that the July meeting would be a meeting in the field and the August meeting will be taken off.
- **Portland Harbor Common-** Jon brought up that the City is working hard with Dick Barringer on a proposed green space park at the waterfront. There is more public process to come with this having to do with this platform.
- **1830 Washington Ave-** Trust for Public Land will be in touch with the Commission when there is any movement about this property.

- **Hope Ave-** The broker for this property has reached out to Baxter that there are parties interested in developing this land. Baxter said we can keep this property on our list and keep tracking it.

VII. Adjournment

Jon made a motion to adjourn, Simon seconded. The meeting ended at 5:53pm.



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

CITY OF PORTLAND
Parks, Recreation & Facilities Department
Amber Brooks, Principal Financial Officer

To: Land Bank Commission
From: Amber Brooks, Principal Financial Officer
Date: 6/8/2021
RE: Land Bank Account Balance

Please accept this letter as verification of the current balance in the Land Bank account. The available balance is \$320,651.13. There is an error in our financial system that is reducing the balance on the monthly report we provide by the \$275,000 "donation" from the purchase of the Rand Road property. The City is aware of this and is working to fix it.

Until a solution is found, you can use the supplied project budget report to review any recent transactions and I will continue to provide written verification of the balance.

Thank you,

Amber Brooks
Principal Financial Officer
Parks, Recreation & Facilities

PROJECT BUDGET REPORT

FOR 07/01/2016 - 07/31/2021

Original Budget	Net Budget Amendments	Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget	Percent Used
Project: 3320YYLAND - Land Bank							
Task: ArchEngin - ArchEngin							
E 3320YYLAND-ArchEngin -ArchEngin -C08L02		landbank a					
0.00	0.00	0.00	0.00	0.00	67,096.54	-67,096.54	0.00%
EFF DATE	JNL	LINE SRC REF1	REF2	REF3	CHECK	AMOUNT	D/C GLYrPr GLJnl GLLine
06/30/2018	289	1 PAC				45,696.54	D
Conversion		Proj to date actuals thru FY18					
07/17/2018	63	1 API 002694		2543	10000151	2,673.60	D 2019/01 519 10
181		professional services thru 5/1	WOODARD & CURRAN INC				
01/07/2019	95	1 API 008963		51764	6429	3,200.00	D 2019/07 547 1
3692		Boundary Survey	TITCOMB ASSOCIATES				
03/19/2019	345	3 API 002694		72876	10003325	2,800.00	D 2019/09 1837 4
5095		Soil Sampling for 3 lots	WOODARD & CURRAN INC				
03/26/2019	388	1 POE 008963	52539			7,500.00	D
PO ENT/PRF		Oaknuts Park-Boundary Survey	TITCOMB ASSOCIATES				
04/11/2019	186	1 API 003590		79688	9893	44.00	D 2019/10 930 7
5618		Reimbursement	Unknown				
04/16/2019	215	1 API 008963	52539	80895	10019	7,500.00	D 2019/10 1094 1
5660		Oaknuts Park-Boundary Survey	TITCOMB ASSOCIATES				
04/16/2019	215	2 POL 008963	52539	80895		7,500.00	C 2019/10 1094 2
LIQ/INV			2019	TITCOMB ASSOCIATES			
04/23/2019	396	3 API 008963		83198	10488	600.00	D 2019/10 2297 7
5785		Plan Revisions	TITCOMB ASSOCIATES				
05/14/2019	245	2 API 004062		89099	11230	31.65	D 2019/11 1626 2
6124		Postcards	CYBERCOPY INC				
10/01/2020	100	4 API 005294		228396	31093	1,150.75	D 2021/04 393 8
4535		Capisic Pond Rehab	PORTLAND TRAILS				
03/03/2021	119	1 API 000026		272568	34696	3,400.00	D 2021/09 646 1
6746		Appraisal	MAINELAND CONSULTANT				
TOTALS FOR Task/Detail: ArchEngin - ArchEngin							
0.00	0.00	0.00	0.00	0.00	67,096.54	-67,096.54	0.00%

PROJECT BUDGET REPORT

FOR 07/01/2016 - 07/31/2021

Original Budget	Net Budget Amendments	Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget	Percent Used
TOTALS for Phase/Source: ArchEngin -							
0.00	0.00	0.00	0.00	0.00	67,096.54	-67,096.54	0.00%

Detail: C08L02 - C08L02

F 3320YYLAND-LandBank	-C08L02	-	C08L02						
-50,000.00	0.00		-50,000.00	0.00	0.00	0.00	-50,000.00	0.00%	

EFF DATE	JNL	LINE	SRC	REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
06/30/2018	38	1	PAB	BGT: 2018		PKG: LandBank		50,000.00	C			
HTE CONVERSI ORIGINAL BUDGET												

TOTALS FOR Task/Detail: C08L02 - C08L02												
-50,000.00	0.00		-50,000.00	0.00	0.00	0.00	-50,000.00	0.00%				

Detail: C09L02 - C09L02

F 3320YYLAND-LandBank	-C09L02	-	C09L02									
-43,500.00	0.00		-43,500.00	0.00	0.00	3,900.00	-47,400.00	-8.97%				

EFF DATE	JNL	LINE	SRC	REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
06/30/2018	38	2	PAB	BGT: 2018		PKG: LandBank		43,500.00	C			
HTE CONVERSI ORIGINAL BUDGET												

09/10/2019	62	1	GEN					3,900.00	D	2020/03	399	1
DONATION donation to Opportunity Crew												

TOTALS FOR Task/Detail: C09L02 - C09L02												
-43,500.00	0.00		-43,500.00	0.00	0.00	3,900.00	-47,400.00	-8.97%				

Detail: C10L01 - C10L01

PROJECT BUDGET REPORT

FOR 07/01/2016 - 07/31/2021

Original Budget	Net Budget Amendments	Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget	Percent Used					
F 3320YYLAND-LandBank -C10L01 -	-C10L01 -	C10L01										
-49,000.00	0.00	-49,000.00	0.00	0.00	0.00	-49,000.00	0.00%					
EFF DATE	JNL	LINE	SRC	REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
06/30/2018	38	3	PAB	BGT: 2018		PKG: LandBank		49,000.00	C			
HTE	CONVERSI	ORIGINAL	BUDGET									
TOTALS FOR Task/Detail: C10L01 - C10L01												
-49,000.00	0.00	-49,000.00	0.00	0.00	0.00	-49,000.00	0.00%					

Detail: C13L01 - C13L01

F 3320YYLAND-LandBank -C13L01 - C13L01												
		-74,000.00		0.00		-74,000.00		0.00		0.00		0.00%
EFF DATE	JNL	LINE	SRC	REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
06/30/2018	38	4	PAB	BGT: 2018		PKG: LandBank		74,000.00	C			
HTE		CONVERSI	ORIGINAL	BUDGET								
TOTALS FOR Task/Detail: C13L01 - C13L01												
		-74,000.00		0.00		-74,000.00		0.00		0.00		0.00%

Detail: C14L01 - C14L01

F 3320YYLAND-LandBank -C14L01 - C14L01												
		-74,000.00	0.00		-74,000.00		0.00		0.00		0.00 -74,000.00 0.00%	
EFF DATE	JNL	LINE	SRC	REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
06/30/2018	38	5	PAB	BGT: 2018		PKG: LandBank		74,000.00	C			
HTE		CONVERSI	ORIGINAL	BUDGET								
TOTALS FOR Task/Detail: C14L01 - C14L01												
		-74,000.00	0.00		-74,000.00		0.00		0.00		0.00 -74,000.00 0.00%	

Detail: C15L01 - C15L01

PROJECT BUDGET REPORT

FOR 07/01/2016 - 07/31/2021

Original Budget	Net Budget Amendments	Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget	Percent Used					
F 3320YYLAND-LandBank -63,000.00	-C15L01 0.00	C15L01 -63,000.00	0.00	0.00	0.00	-63,000.00	0.00%					
EFF DATE	JNL	LINE	SRC	REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
06/30/2018	38	6	PAB	BGT: 2018		PKG: LandBank		63,000.00	C			
HTE	CONVERSI	ORIGINAL	BUDGET									
TOTALS FOR Task/Detail: C15L01 - C15L01												
-63,000.00	0.00	-63,000.00	0.00	0.00	0.00	-63,000.00	0.00%					

Detail: C16L01 - C16L01

F 3320YYLAND-LandBank -C16L01 - C16L01												
			-73,000.00	0.00	-73,000.00	0.00	0.00	0.00	-73,000.00	0.00%		
EFF DATE	JNL	LINE	SRC	REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
06/30/2018	38	7	PAB	BGT: 2018		PKG: LandBank		73,000.00	C			
HTE			CONVERSI	ORIGINAL	BUDGET							
TOTALS FOR Task/Detail: C16L01 - C16L01												
			-73,000.00	0.00	-73,000.00	0.00	0.00	0.00	-73,000.00	0.00%		

Detail: C17L01 - C17L01

F 3320YYLAND-LandBank -C17L01 - C17L01												
			-65,000.00	0.00	-65,000.00	0.00	0.00	0.00	-65,000.00	0.00%		
EFF DATE	JNL	LINE	SRC	REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
06/30/2018	38	8	PAB	BGT: 2018		PKG: LandBank		65,000.00	C			
HTE			CONVERSI	ORIGINAL	BUDGET							
TOTALS FOR Task/Detail: C17L01 - C17L01												
			-65,000.00	0.00	-65,000.00	0.00	0.00	0.00	-65,000.00	0.00%		

Detail: Donations - Donations

PROJECT BUDGET REPORT

FOR 07/01/2016 - 07/31/2021

Original Budget		Net Budget Amendments		Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget		Percent Used	
F 3320YYLAND-LandBank		-Donations -		Donations	0.00	0.00	-275,100.00	275,100.00	0.00%		
0.00		0.00		0.00							
EFF DATE	JNL	LINE	SRC REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
03/02/2021	28	2	GEN				275,000.00	C	2021/09	60	2
Donation			Avangrid Donation								
06/01/2021	9	9	CRP 15	430106			100.00	C	2021/12	141	87
	ROR		entry								
TOTALS FOR Task/Detail: Donations - Donations											
0.00		0.00		0.00	0.00	0.00	-275,100.00	275,100.00	0.00%		

TOTALS for Phase/Source: LandBank -											
-491,500.00		0.00	-491,500.00	0.00	0.00	-271,200.00	-220,300.00	55.18%			

Task: -

E 3320YYLAND-LandImpr		-	-	Land							
491,500.00		0.00	491,500.00	0.00	0.00	378,752.33	112,747.67	77.06%			
EFF DATE	JNL	LINE	SRC REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
06/30/2018	38	9	PAB BGT: 2018		PKG: LandBank		491,500.00	D			
HTE CONVERSI			ORIGINAL BUDGET								
10/12/2018	282	1	API 005294		31426	4038	4,966.98	D	2019/04	1661	30
2206			Trail Upgrades		PORTLAND TRAILS						
11/14/2018	181	1	API 010951		36642	4681	3,950.00	D	2019/05	835	1
2569			Fall Crew Cleanup		STATE OF MAINE						
11/14/2018	271	3	API 000228		38975	5027	575.00	D	2019/05	1562	13
2763			Engraving Niches & marker-plaq		RICHARDSON MONUMENT						
01/17/2019	261	2	API 003590		55395	12660	500.00	D	2019/07	1270	10
3993			Check requested for Robbins..P		Unknown						
01/17/2019	328	1	API 005294		57269	7144	2,575.43	D	2019/07	1674	1
4135			Labor & Materials for Presumps		PORTLAND TRAILS						
05/14/2019	245	3	API 008963		89098	11293	883.00	D	2019/11	1626	5
6124			Revise Plan/Survey		TITCOMB ASSOCIATES						
09/19/2019	306	2	API 010951		125124	15918	3,950.00	D	2020/03	1829	5
8621			Crew-1 week		STATE OF MAINE						

PROJECT BUDGET REPORT

FOR 07/01/2016 - 07/31/2021

Original Budget		Net Budget Amendments		Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget		Percent Used		
EFF DATE	JNL	LINE	SRC	REF1	REF2	REF3	CHECK	AMOUNT	D/C	GLYrPr	GLJnl	GLLine
10/30/2019 9342	447	4	API	005294		137241	17425	4,889.73	D	2020/04	2214	16
				Evergreen Trails		PORTLAND TRAILS						
01/16/2020 645	137	3	API	001298		157438	19847	450.00	D	2020/07	1103	4
				Title search		SCHAEFFER DOUGLAS						
01/16/2020 645	137	4	API	003147		157437	19813	34.40	D	2020/07	1103	6
				Recording fees-transfer tax		CUMBERLAND COUNTY						
01/17/2020 654	128	1	API	002129		156478	19701	6,044.60	D	2020/07	1010	1
				Land purchase		ROBBINS STEPHEN P						
07/22/2020 3511	221	3	API	005294		212618	28905	3,072.20	D	2021/01	1350	8
				Capisic Pond Trail Rehab		PORTLAND TRAILS						
08/19/2020 3917	306	1	API	000026		218007	29738	4,400.00	D	2021/02	1518	1
				Appraisal -Commercial		MAINELAND CONSULTANT						
11/01/2020 4995	60	6	API	010951		237901	32093	5,000.00	D	2021/05	235	10
				Mini Team-2 weeks		STATE OF MAINE						
12/02/2020 5443	101	2	API	005294		247865	32946	3,852.00	D	2021/06	423	9
				Canco Woods-Maintenance		PORTLAND TRAILS						
02/01/2021 6219	25	1	API	000889		263661	33622	1,410.90	D	2021/08	99	1
				Signs-Landbank		BANACOM SIGN						
02/26/2021 CK 50216	281	1	API	001683		272014	502163	57,198.09	D	2021/08	1545	1
				CLOSING FOR THE PURCHASE OF 20		JEWELL & BULGER						
03/02/2021 Donation	28	1	GEN					275,000.00	D	2021/09	60	1
				Avangrid Purchase								
TOTALS FOR Task/Detail: -												
491,500.00				0.00	491,500.00	0.00	0.00	378,752.33		112,747.67		77.06%
TOTALS for Phase/Source: LandImpr -												
491,500.00				0.00	491,500.00	0.00	0.00	378,752.33		112,747.67		77.06%
EXPENSE TOTALS for Project: 3320YYLAND - Land Bank												
491,500.00				0.00	491,500.00	0.00	0.00	445,848.87		45,651.13		90.71%
FUNDING SOURCE TOTALS for Project: 3320YYLAND - Land Bank												

PROJECT BUDGET REPORT

FOR 07/01/2016 - 07/31/2021

	Original Budget	Net Budget Amendments	Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget	Percent Used
TOTALS for Project: 3320YYLAND - Land Bank	-491,500.00	0.00	-491,500.00	0.00	0.00	-271,200.00	-220,300.00	55.18%
	0.00	0.00	0.00	0.00	0.00	174,648.87	-174,648.87	
TOTALS FOR EXPENSE STRINGS	491,500.00	0.00	491,500.00		0.00	0.00	445,848.87	45,651.13
TOTALS FOR FUNDING SOURCE STRINGS	-491,500.00	0.00	-491,500.00		0.00	0.00	-271,200.00	-220,300.00
REPORT TOTAL	Original Budget 0.00	Net Budget Amendments 0.00	Revised Budget 0.00	Requisitions 0.00	Encumbrances 0.00	Actuals 174,648.87	Availab Budg -174,648.	

*Unposted transactions are marked with asterisks.

PROJECT BUDGET REPORT

REPORT OPTIONS

Template Information

Report template code: PROJBUDRPT
 Template description: Project Budget Report
 Master template: Y

Report Options

Format: 8 columns
 Segment description: Short
 Print report definitions? Y
 Showing funding source strings as credits? Y
 Double space the report? N
 Exclude project strings with zero balances? Y
 Include cents in dollar amounts? Y
 Amounts exceed 999 million? N
 Only include project strings that exceed 0% of available budget

Column Definitions

Column 1 code:001 Original Budget
 Column 2 code:002 Amendments
 Column 3 code:005 Revised Budget
 Column 4 code:007 Requisitions
 Column 5 code:006 Encumbrances
 Column 6 code:008 Actuals
 Column 7 code:011 Available
 Column 8 code:015 PCTUsd(enc/act)

Project String Selection

Expense Funding Source
 Project: 3320YYLAND 3320YYLAND
 Phase:
 Task:
 Sub-Task:

Report Options

Beginning year/month: 2016/7
 Ending year/month: 2021/7
 Group by Major Project? N
 Group by Budget Level N

Sorting Options

1: Project	2: Phase/Source	3: Task/Detail
Total Y	Total Y	Total Y
Page break N	Page break N	Page break N

Detail Options

Include string description: Short
 Include Project String Detail: Y
 Include Employee Detail: N

PROJECT BUDGET REPORT

REPORT OPTIONS

Include Journal Detail:	Y
Include Actual Detail:	Y
Include Encumbrance Detail:	Y
Include Budget Detail:	Y
Include vendor info:	Y
Include unposted transactions:	Y
Journal source code(s):	

** END OF REPORT - Generated by Amber Brooks **



CITY OF PORTLAND
Parks, Recreation & Facilities Department
Ethan Hipple, 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: June 2021

Parks Division Staffing

- Vacancy: Athletic Facilities Maintenance Worker III
- Vacancy: Athletic Facilities Steward
- Vacancies: Seasonal Positions in all divisions
- Hired Rob Marena as the new Parks Maintenance Supervisor

4th of July

The 4th of July Fireworks show is in the planning stages again. This year there will be no event or festivities held on the Eastern Promenade like in years past BUT, the fireworks show is back on as scheduled at 9:15pm on the night of the 4th. Access to the hill will be restricted as the afternoon of the 4th goes on but we want to pass the word that there are many locations, not at the Eastern Prom, to view the show i.e. Payson Park, Back Cove Trail and even Martin's Point. Please stay tuned as details of the event unfold.

Project Canopy Grant

The City received grant funding from the State of Maine Project Canopy Assistance Program. The program offered grant funding for either planning and education or planting and maintenance. We were awarded \$4,970 to be matched by the City that we will use to plan out the future placement of trees and green infrastructure on and within City properties. The goal is to improve the canopy cover and this analysis will help provide the most effective way of accomplishing that goal.

Sunday's On The Boulevard (Update)

Due to material shortages, the Back Cove West Storage Conduit Project will not be shutting down Baxter Boulevard until sometime in July. Sunday's on the Boulevard (SOTB) will continue to operate as normal until a definitive date is set at which time folks will be alerted of the closure and the adjusted SOTB map will go into effect.

Tree and Flower Planting Progress

Forestry and Horticulture Crews are working hard as they get trees in the ground and flower bed & planters filled for the season. Thus far, Forestry has planted around 100 trees and Horticulture 82 street and road closure planters. Each of these efforts begins well into the previous year as planting locations



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Alex Marshall, Parks Director

are discussed, budgets are allocated, and flowers are ordered. If you can, try and take an extra minute or so in your travels to appreciate the beauty that these two crews bring to the city.

Park Projects and Department Updates

Staff are working on the following Park Improvement projects:

- Dougherty Field Playground: The next step is to create a bid document for the site work and installation.
- Park Walkway improvements: Deering Oaks bid documents are being finalized
- Fitzpatrick Drainage Improvements: Drawings are complete. We will advertise an RFP this Spring for a Summer construction
- Talbot School Basketball Court Reconstruction: This project will be combined with a drainage swale project at the Softball Field within the Talbot School complex. A pre-bid meeting has been held with a construction completion anticipated for mid October.
- Lyseth Playground: This project is in the design phase now that groups have been offered the opportunity to weigh in.
- Skate Park Expansion Phase II: Preliminary RFP for design development is being finalized and will be advertised when funding is in hand.
- Stroudwater Bridge: City Parks and Planning staff are working with Portland Trails and the Stroudwater Preserve Development Team to develop the plan for installation of the bridge that sits on the side of Westbrook Street before the I-95 bridge.
- Preble Street Field & Stormwater Project: Final design and landscaping plans are being finalized. 2022 is looking to be the summer where we get the elevated natural turf field back.
- Riverton Preserve: Recreation improvement plans are in progress and will consist primarily of a trail network with other improvements. This project is intended to fulfill LWCF conversion requirements, and final approval of the improvement plan rests with the state and National Park Service, which has a public engagement process.
- Riverton Trolley Park: The LWCF grant has been submitted. City Council gave their approval for the City to proceed with the grant application. Project budget will be an estimated total of \$500,000 (\$250,000 PPC/Private/City and \$250,000 LWCF)
- Fox Field Futsal and Lighting: Mobilization has already occurred. Lighting is being installed in the next two weeks. The court is anticipated to be completed by Mid-June.