



**City Council Meeting Agenda
Tuesday, January 28, 2025
5:30 p.m. – Work Session Meeting
7:00 p.m. – City Council Regular Meeting**

Welcome! The public is strongly encouraged to participate remotely but there is seating at Civic Hall for those who are not able to participate remotely. However, if you are not feeling well, please stay home and take care of yourself.

The public is strongly encouraged to relay concerns and comments to the Council in one of four ways:

- *Attend in person and fill out a public comment card*
- *Email at any time up to **noon on Monday, January 27th** to CityRecorderTeam@mcminnvilleoregon.gov*
- *If appearing via telephone or ZOOM, please sign up prior by **noon on Monday, January 13th** by emailing the City Recorder at CityRecorderTeam@mcminnvilleoregon.gov as the chat function is not available when calling in Zoom; **You will need to provide the City Recorder with your First and Last name, Address, and contact information (email or phone) for a public comment card.***

You can live broadcast the City Council Meeting on cable channels Xfinity 11 and 331, Frontier 29 or webstream here:

mcm11.org/live

CITY COUNCIL WORK SESSION & CITY COUNCIL REGULAR MEETING:

You may join online via Zoom Webinar Meeting:

<https://mcminnvilleoregon.zoom.us/j/81694053165?pwd=Wur3FvykJgqjFXnqOjMrFpSRUxbg4j.1>

Or you can call in and listen via Zoom: 1-253- 215- 8782

Webinar ID: 816 9405 3165

5:30 PM – WORK SESSION MEETING – VIA ZOOM AND SEATING AT CIVIC HALL

1. CALL TO ORDER
2. WORK SESSION ON CULTURE, PARKS AND RECREATION PROJECT
3. ADJOURNMENT OF WORK SESSION

7:00 PM – REGULAR COUNCIL MEETING – VIA ZOOM AND SEATING AT CIVIC HALL

1. CALL TO ORDER & ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. PROCLAMATIONS
 - a. Black History Month Proclamation
4. INVITATION TO COMMUNITY MEMBERS FOR PUBLIC COMMENT –
The Mayor will announce that any interested audience members are invited to provide comments. Anyone may speak on any topic other than: a matter in litigation, a quasi-judicial land use matter; or a matter scheduled for public hearing at some future date. The Mayor may limit comments to 3 minutes per person for a total of 30 minutes. The Mayor will read comments emailed to City Recorded and then call on anyone who has signed up to provide public comment.

5. ADVICE/ INFORMATION ITEMS
 - a. Reports from Councilors on Committee & Board Assignments
 1. January 2025 City Council Committee Assignments Update –Mayor Kim Morris.
 - b. Department Head Reports
6. CONSENT AGENDA
 - a. Consider the Draft Minutes of the January 11, 2025, City Council Goal Setting Meeting.
 - b. Consider the Draft Minutes of the January 14, 2025, City Council Regular Meeting.
7. ORDINANCES
 - a. Consider the first reading with a possible second reading of **Ordinance No. 5157**: An Ordinance Adopting the Relevant Portions of the June 2024 Parks, Recreation, and Open Space Plan, Otherwise Adopted by Resolution 2024-38, as a Supplemental Document to the McMinnville Comprehensive Plan.
9. ADJOURNMENT OF REGULAR MEETING



City of McMinnville

City of McMinnville
Parks and Recreation Department

Contact: Susan Muir
McMinnville, OR 97128
(503) 434-7310

www.mcminnvilleoregon.gov

STAFF REPORT

DATE: January 28, 2025
TO: Mayor and City Council
FROM: Jeff Towery, City Manager and Susan Muir, Parks and Recreation Director
SUBJECT: Culture, Parks and Recreation Project

Background

The Culture, Parks and Recreation Project, has spanned the last 5 years and has included extensive public engagement, concept planning, analysis and discussion which is summarized on the project webpage – iheartmac.org/en/projects/cpr-bond. At the City Council's goal setting session on Saturday, January 11th, a new rec center was still under consideration as a continuing goal (official results of the goal setting will come to City Council at a later date).

The work session on January 28th is the first of at least two upcoming work sessions to gather the impressions of individual councilors, hear what questions you would like answered, and overall set the stage for success. After hearing feedback from the Mayor and City Councilors on the 28th, staff will craft a timeline with proposed next steps and bring those back to City Council.

Also, City Council may have detailed project related issues and questions not included in this staff report, such as potential election timing and financial specifics. Staff will keep a separate running list of questions from City Council that will be updated with information and answer as the project team works through the process.

Each member of the City Council will be asked to share their thoughts and impressions on the following project statements:

- 1. The conditions at the Aquatic Center, Community Center, Library, Senior Center and in our parks require City investment and intervention beyond current maintenance standards.**

Here is my impression - and the information I need, or the discussion I would like to have on this:

- 2. Moving forward with one new building to replace the aquatic & community centers makes sense.**

Here is my impression - and the information I need, or the discussion I would like to have on this:

- 3. The financial operating plan for the new rec center discussed with council on [November 12, 2024](#), demonstrates the confidence needed at this point in the project, understanding the actual fee setting will be done by City Council at a later date.**

Here is my impression - and the information I need, or the discussion I would like to have on this:

4. I believe the Miller Property is the best location available to us for the new rec center (property analysis can be found [here](#), [here](#) and [here](#)) .

Here is my impression - and the information I need, or the discussion I would like to have on this:

5. A new general obligation bond in the near future is well-timed among the City's other current debt obligations (see p. 54 of the FY 24/25 budget [here](#)).

Here is my impression - and the information I need, or the discussion I would like to have on this:

6. Current direction in this project does not include creation of a special district to fund operations.

Here is my impression - and the information I need, or the discussion I would like to have on this:

7. I'm supportive of the amenities and size of the facilities [proposed](#) by MacPAC & in the newly adopted Parks, Recreation and Open Space Plan.

Here is my impression - and the information I need, or the discussion I would like to have on this:

8. I'm interested in this project being a high priority for the city's legislative agenda to pursue state or federal earmarks.

Here is my impression - and the information I need, or the discussion I would like to have on this:

9. Currently, this project does not include defining the value or future use of the Community Center. That is planned to happen a few years after a bond passes and City Council can have a more realistic understanding of the market and value of the property at that time.

Here is my impression - and the information I need, or the discussion I would like to have on this:

10. To be an enthusiastic yes on this project, I need the following information:

11. I have the following additional questions I'd like answered about this project:

Next Steps

City staff is tentatively scheduled to return to City Council for a follow up work session in February 2025.

Recommendation

This is an informational item; no formal action is requested. Staff recommends the Mayor and City Councilors engage in the provided questions at the meeting.

Financial Impact

In the last couple of years, City Council approved the budget with the following funding for the project:

FY 24 = \$200,000 of ARPA dollars

FY 25 = \$339,000 'add package'

\$539,000 total allocated over the last 2 fiscal years.

So far the City has not required the use of an architect to update the MacPAC plan from 2022, which was one of the largest estimated costs in the 'add package'.

Most of the money on this project so far has been spent on polling, communications, and financial planning (operating budget and municipal advisory).

Of the total \$539,000 allocated over the last 2 fiscal years, we have spent \$113,878.



PROCLAMATION

Designation of February 2025 as Black History Month

WHEREAS, The City of McMinnville is committed to diversity, equity, and inclusion as a fundamental aspect of our community; and

WHEREAS, the official theme of Black History Month 2025 is, "Black Resistance", which looks at how African Americans have fought repression from America's earliest days. From escaping the plantation to the rise out of poverty and the struggle for equal housing and education to the struggle for voting rights, the resistance lives on even into the 21st century; and

WHEREAS, Black Americans have made invaluable contributions in Oregon's economic, political, spiritual, and cultural development while maintaining and promoting their own unique culture and history; and

WHEREAS, we acknowledge and denounce the history of structural and institutional racism toward Black Americans in Oregon and throughout the United States, which has directly resulted in socioeconomic, health, and other disparities that persist to this day; and

WHEREAS, Black Americans have sought ways to nurture and protect lives, and for the autonomy of their physical and intellectual bodies through voluntary emigration, nonviolence, education, literature, sports, media, and legislation/politics.

WHEREAS, Black History Month serves to celebrate the accomplishments, culture, and contributions of the Black community while honoring Black history; and

WHEREAS, we, as a community, must work together to end discrimination to achieve true equality for Black Oregonians and build a McMinnville where all residents can realize their full potential

NOW, THEREFORE, I, Kim Morris, Mayor of McMinnville, do hereby proclaim February 2025 as:

Black History Month

IN WITNESS WHEREOF, I have hereunto set my hand, this twenty-eighth day of January, in the year two thousand twenty-five.

Kim Morris, Mayor

From: [Heather Richards](#) on behalf of [City Recorder Team](#)
To: [EXECUTIVE TEAM](#); [City Recorder Team](#); [City Council](#)
Cc: [Noelle Amaya](#); [Jessica Payne](#); [Claudia Cisneros](#); [Chris Chenoweth](#); [Cord Wood](#); [Vicki Hedges](#)
Subject: FW: Virtual Training: Effective spending of opioid-settlement funds
Start: Tuesday, January 21, 2025 12:00:00 PM
End: Tuesday, January 21, 2025 2:00:00 PM
Location: via Zoom

Should we talk about who should attend from the Executive Team?

-----Original Appointment-----

From: City Recorder Team <CityRecorderTeam@mcminnvilleoregon.gov <<mailto:CityRecorderTeam@mcminnvilleoregon.gov>> >
Sent: Wednesday, January 15, 2025 9:20 AM
To: City Recorder Team; City Council
Cc: EXECUTIVE TEAM; Noelle Amaya; Jessica Payne; Claudia Cisneros; Chris Chenoweth; Cord Wood; Vicki Hedges
Subject: Virtual Training: Effective spending of opioid-settlement funds
When: Tuesday, January 21, 2025 12:00 PM-2:00 PM (UTC-08:00) Pacific Time (US & Canada).
Where: Virtual - Will update once information is provided

****WILL NEED TO KNOW IF WE END UP WITH A QUORUM****

The training will occur in two parts—first a two-hour training in the afternoon on January 21st from 12 pm – 2 pm. This training will also be recorded for later viewing.

The second will be an in-person, all-day training on February Monday the 3rd.

From: [Jessica Payne](#)
To: [City Recorder Team](#); [City Council](#)
Cc: [Claudia Cisneros](#); [Chris Chenoweth](#); [Jeff Towery](#)
Subject: Re: Virtual Training: Effective spending of opioid-settlement funds
Date: Thursday, January 16, 2025 7:36:52 PM

I can't attend either of these trainings due to

Jessica Payne

Pronouns: She, her, hers

Ward 3 City Councilor

What ward do I live in? [Find out](#)

(971) 517-0957

jessica.payne@mcminnvilleoregon.gov

PUBLIC RECORDS LAW DISCLOSURE: Messages to and from this e-mail address are public records of the City of McMinnville and may be subject to public disclosure. This e-mail is subject to the State Retention Schedule.

From: City Recorder Team <CityRecorderTeam@mcminnvilleoregon.gov>
Sent: Thursday, January 16, 2025 3:19:37 PM
To: City Council <CityCouncil@mcminnvilleoregon.gov>
Cc: Jessica Payne <Jessica.Payne@mcminnvilleoregon.gov>; Claudia Cisneros <Claudia.Cisneros@mcminnvilleoregon.gov>; Chris Chenoweth <Chris.Chenoweth@mcminnvilleoregon.gov>; Jeff Towery <Jeff.Towery@mcminnvilleoregon.gov>
Subject: Virtual Training: Effective spending of opioid-settlement funds
When: Tuesday, January 21, 2025 12:00 PM-2:00 PM.
Where: via Zoom

****WILL NEED TO KNOW IF WE END UP WITH A QUORUM****

The training will occur in two parts—first a two-hour training in the afternoon on January 21st from 12 pm – 2 pm. This training will also be recorded for later viewing.

The second will be an in-person, all-day training on February Monday the 3rd.

Sarah Canavese is inviting you to a scheduled Zoom meeting.

Topic: Yamhill Virtual Training Session
Time: Jan 21, 2025 12:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
<https://washington.zoom.us/j/97393536521>

Meeting ID: 973 9353 6521

One tap mobile
+12532158782,,97393536521# US (Tacoma)
+12063379723,,97393536521# US (Seattle)

Dial by your location

- +1 253 215 8782 US (Tacoma)
- +1 206 337 9723 US (Seattle)
- +1 971 247 1195 US (Portland)
- +1 213 338 8477 US (Los Angeles)
- +1 346 248 7799 US (Houston)
- +1 602 753 0140 US (Phoenix)
- +1 669 219 2599 US (San Jose)
- +1 669 900 6833 US (San Jose)
- +1 720 928 9299 US (Denver)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)
- +1 470 250 9358 US (Atlanta)
- +1 470 381 2552 US (Atlanta)
- +1 646 518 9805 US (New York)
- +1 646 876 9923 US (New York)
- +1 651 372 8299 US (Minnesota)
- +1 786 635 1003 US (Miami)
- +1 267 831 0333 US (Philadelphia)

Meeting ID: 973 9353 6521

Find your local number: <https://washington.zoom.us/j/97393536521>

Join by SIP

- 97393536521@zoomcrc.com

Join by H.323

- [162.255.37.11](tel:162.255.37.11) (US West)
- [162.255.36.11](tel:162.255.36.11) (US East)
- [221.122.88.195](tel:221.122.88.195) (Mainland China)
- [115.114.131.7](tel:115.114.131.7) (India Mumbai)
- [115.114.115.7](tel:115.114.115.7) (India Hyderabad)
- [213.19.144.110](tel:213.19.144.110) (Amsterdam Netherlands)
- [213.244.140.110](tel:213.244.140.110) (Germany)
- [103.122.166.55](tel:103.122.166.55) (Australia Sydney)
- [103.122.167.55](tel:103.122.167.55) (Australia Melbourne)
- [209.9.211.110](tel:209.9.211.110) (Hong Kong SAR)
- [64.211.144.160](tel:64.211.144.160) (Brazil)
- [159.124.168.213](tel:159.124.168.213) (Canada Toronto)
- [159.124.196.25](tel:159.124.196.25) (Canada Vancouver)
- [207.226.132.110](tel:207.226.132.110) (Japan Tokyo)
- [149.137.24.110](tel:149.137.24.110) (Japan Osaka)

Meeting ID: 973 9353 6521

City Council Committee Assignments

January 16, 2025

	Liaison	Liaison or Alternate	Staff	Meeting dates
ADA Transition Plan PAC (One Year Assignment)	Jessica Payne	Dan Tucholsky	Jody Christensen	Varies
Airport Commission	Dan Tucholsky		Willy Williamson	1st Thursday of odd months @ 6:00 P.M.
Audit Committee	Mayor Morris	Jessica Payne	Finance Director	Varies
Budget Committee	City Council		Finance Director	convenes (at a minimum) every year in May, scheduled for 3 days
Diversity, Equity, and Inclusion Advisory Committee (DEIAC)	Jessica Payne		Noelle Amaya	2nd Thursday of each month @ 2:00 P.M.
Economic Vitality Leadership Council (EVLC)	Chris Chenoweth		Heather Richards	2nd Wednesday of each month @ 3:00 P.M.
Housing Production Strategy	Scott Cunningham	Jessica Payne	Evan Hietpas	Varies
Historic Landmark Committee (HLC)	Scott Cunningham		Heather Richards	4th Thursday of each month @ 3:00 P.M.
Innovation Campus PAC	Chris Chenoweth		Jody Christensen	Varies
Landscape Review Committee (LRC)	Sal Peralta	Jessica Payne	Taylor Graybehl	3rd Wednesday of each month @ 12:00 P.M.
McMinnville Affordable Housing Committee (MAHC)	Scott Cunningham		Evan Hietpas	4th Wednesday of each month @ 10:00 A.M.
McMinnville Urban Renewal Advisory Committee (MURAC)	Zack Geary		Heather Richards	1st Wednesday of each month @ 4:00 P.M.
McMinnville Urban Renewal Agency (URA)	City Council		Heather Richards	Varies
Planning Commission (Legislative Items)	Sal Peralta		Tom Schauer	First and Third Thursday of each month @ 6:30 PM
Southwest Area Plan PAC (Two-Year Assignment)	Chris Chenoweth	Sal Peralta	Tom Schauer	Varies
Stormwater (One Year Assignment)	Zack Geary			
Third Street Improvement PAC	Scott Cunningham	Chris Chenoweth	Jody Christensen	Varies
Transportation System Plan Update PAC (Two-Year Assignment)	Dan Tucholsky	Zack Geary	Heather Richards	Varies
UGB Land-Use Efficiencies PAC (One-Year Assignment)	Dan Tucholsky	Scott Cunningham	Heather Richards	Varies

McMinnville Water & Light Commission	Mayor Morris		Trena McManus	3rd Tuesday of each month @ 3:00 P.M.
OUTSIDE OF CITY COMMITTEES				
County Emergency Council	Sal Peralta			
League of Oregon Cities (LOC)	Staff		Patty Mulvihill	
Public Safety Coordinating Council (LPSCC)	Jessica Payne			
McMinnville Community Media (MCM)	Scott Cunningham		Kyle Dauterman	
Mid-Willamette Valley Council of Governments (MWVCOG)	Sal Peralta		Scott Dadson	
Mid-Willamette Valley Advisory Transportation Commission (MWVATC)	Chris Chenoweth		Mike Jaffe	
Oregon Mayor's Association (OMA)	Mayor Morris		Kelly Richardson	
Newberg/Dundee Parkway Committee	Chris Chenoweth	Mayor Morris	Dave Haugeberg (Chair)	
Visit McMinnville	Zack Geary	Mayor Morris	Dan Gibson	3 rd Wednesday of each month @ 9:30 – 11:30 a.m. (Annual planning in Jan. all-day)
Yamhill County Emergency Management Committee	Mayor Morris		Brian Young	
Yamhill Communications Agency (YCOM)	Dan Tucholsky			

CITY OF McMinnville
MINUTES OF CITY COUNCIL GOAL SETTING
Held via Zoom Video Conference and at the Police Department Training Room
McMinnville, Oregon

Saturday, January 11, 2025 at 9:00 a.m.

Presiding: Julia Novak, Raftelis Consulting

Recording Secretary: Claudia Cisneros

Councilors: Present Absent
Kim Morris, Mayor-Elect
Zack Geary
Sal Peralta
Chris Chenoweth
Jessica Payne
Scott Cunningham, Councilor-Elect
Dan Tucholsky, Councilor-Elect

Also present were City Manager Jeff Towery, City Recorder Claudia Cisneros, City Attorney David Ligtenberg, and *members of the News Media – Scott Unger News-Register (via Zoom/in-person)*.

Also present were arriving at 11:30 a.m.:
Police Chief Cord Wood, Public Works Director Geoff Hunsaker, Community Development Director Heather Richards, Library Director Jenny Berg, Communications & Engagement Manager Noelle Amaya, Information Technology Director Scott Burke, Parks & Recreation Director Susan Muir, Human Resources Director Vicki Hedges (left at 2:15 pm)

1. GOAL SETTING WITH JULIA NOVAK OF RAFTELIS

Julia Novak of Raftelis welcomed all and introduced her team Julie Gieseke and Jaxon Mullinnix. She shared her screen and started the PowerPoint presentation.

Ms. Novak went over the agenda, stating the first part of the morning will be covering:

- Setting the Stage
- Governing Together and Council-Manager Government
- The Ideal Council Member

The second part of the day/agenda will have the Executive Team Members joining at 11:30 a.m. to finish the day.

Ms. Novak kicked off the meeting by covering the history of where the form of government came from and what the implications are for the Council as a group. Launched with an introduction exercise, and then went through the exercise of Governing Together by asking each member of the governing body to share their thoughts on "Governing Together" in response to the following questions:

- What does good governance look like to you?
- What values are important to you in governing?
- important to remember when your position is the prevailing decision, and what is important to remember when your position is not the prevailing decision?
- distinguish between policy - the role of the Council and Administration - and the role of the Staff?
- What type of relationship do you hope to have with your colleagues on the governing
- What type of relationship do you hope to have with the City Manager and Staff?
- What do you hope this governing body will be known for?

LUNCH BREAK: 11:33 a.m.

RECOVERED: 12:07 p.m.

Ms. Novak talked about the morning session and continued the conversation prior to the lunch break about how people like to be addressed (by title, first name, etc.) on the Dias and off the Dias. There was discussion in the group.

The group went around and introduced themselves. Ms. Novak jumped into the afternoon by breaking everyone out into groups to do the "Speed Dating" exercise. She explained that each Councilor will have 10 minutes to meet each Department Head/group, and the Departments will talk about

- Challenges
- Critical Drivers
- Initiatives

The council will then have an opportunity to ask questions and dialogue and then debrief as a large group.

Ms. Novak had everyone come back together and ask the Councilor what they had heard. Takeaways by function for each of the following groups:

- Public Works
- Police
- Community Development
- Parks & Recreation

- Library
- Finance/IT/Court
- Admin (CM, Legal, HR, Recorder)

Ms. Novak asked each Councilor to share what's important to them by answering the following:

- What do you hope to accomplish during your time on Council?
- Why is it important to you?
- How does this align with the City's Strategic Plan?
- Why do you believe it is important to McMinnville?

Ms. Novak went over the Council priorities for 2024 and received a high-level status from Department Directors on each goal. She had the Council do the dot exercise.

Ms. Novak led through parting thoughts of the group.

4. ADJOURNMENT: Ms. Novak adjourned the Goal Setting at 3:58 p.m.

Claudia Cisneros, City Recorder

CITY OF McMinnville
MINUTES OF CITY COUNCIL MEETING
Held via Zoom Video Conference and at the Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, January 14, 2025, at 7:00 p.m.

Presiding: Kim Morris, Mayor

Recording Secretary: Claudia Cisneros

Councilors:	<u>Present</u>	<u>Absent</u>
	Dan Tucholsky	
	Zack Geary	
	Chris Chenoweth	
	Sal Peralta	
	Jessica Payne	
	Scott Cunningham	

Also present were City Manager Jeff Towery, City Attorney David Ligtenberg, City Recorder Claudia Cisneros, Deputy City Recorder Daniel Ruiz, Public Works Director Geoff Hunsaker, Community Development Director Heather Richards, Parks and Recreation Director Susan Muir, IS Director Scott Burke, Financial Services Analyst Crystals Wooldridge, Police Chief Cord Wood, Human Resources Director Vicki Hedges. and *members of the News Media – Phil Guzzo McMinnville Community Media and Scott Unger News-Register.*

1. CALL TO ORDER: Mayor Morris called the meeting to order at 7:00 p.m. and welcomed all in attendance.

2. PLEDGE OF ALLEGIANCE
Councilor Geary led the pledge of allegiance.

3. ELECTION OF COUNCIL PRESIDENT
City Attorney Ligtenberg explained the role of Council President.
Nominations were opened.

Councilor Geary nominated Councilor Peralta.
Councilor Tucholsky nominated Councilor Chenoweth

Nominee Peralta: Cunningham, Payne, Geary, Peralta
Nominee Chenoweth: Tucholsky, Chenoweth

With a vote of 4-2, Councilor Peralta was declared Council President.

4. INVITATION TO COMMUNITY MEMBERS FOR PUBLIC COMMENT:
Mayor Morris invited the public to comment.

Jeff Kizer, McMinnville community member, provided public comment.

Michael Freeman, McMinnville community member, provided public comment.

5. ADVICE/ INFORMATION ITEMS

- 5.a. Reports from Councilors on Committee & Board Assignments

Councilor Geary mentioned DEIAC met and discussed the development of a new onboarding packet for committee members and outlined their work plan. They also engaged in goal setting for the upcoming year.

Mayor Morris stated that the committee assignments have been completed and will be distributed tomorrow.

- 5.b. Department Head Reports

City Manager Jeff Towery thanked the Council for their participation during the team-building and goal-setting session last Saturday. He noted that the facilitator has not yet provided the report from the session but expects it soon. A work session is tentatively planned for February to review the results, with the opportunity to finalize Council goals at a subsequent meeting.

City Attorney Ligtenberg provided an update on unspent opioid lawsuit settlement funds received by the City. He noted that these funds are highly restricted in their use, which has posed challenges in determining how to allocate them. Through a grant, the City has engaged a consultant with expertise in guiding municipalities on utilizing such funds. A training session specifically for elected officials from both the City and County is scheduled virtually for January 21. While not a public meeting, it will be recorded for later viewing. Ligtenberg encouraged attendance to gain valuable insights. A follow-up meeting with the consultant and community partners is scheduled for February 3. This meeting will focus on identifying community needs and determining the most effective use of the funds. The February 3 meeting will be open to the public to allow discussion on potential spending strategies.

Community Development Director Richards announced the recent hire of its new Planning Manager. They have a start date of February 3rd. The City has received a Community Development Block Grant for \$500,000 to assist low- and moderate-income households with home repairs to make them more habitable. The program, administered in partnership with the Oregon Housing Authority, is accepting applications. Richards noted the funds are expected to be utilized quickly due to high demand, but efforts are underway to secure additional funding to meet community needs. She encouraged anyone with

questions about eligibility or the program to contact her or the Housing Authority.

Parks & Rec Director Muir shared an update on the Senior Center's Day trip program. Due to rising transportation costs, the program, which previously took seniors on trips to places like the zoo, Rose Garden, and the beach, had to be discontinued as it became financially unfeasible. However, Erin Guinn, the Senior Center Manager, successfully applied for a \$50,000 grant which will allow the purchase of a 12-seat bus with two wheelchair lifts. The new bus will help bring the program back to McMinnville, and she is excited about revitalizing the day trips and expanding opportunities for seniors.

Public Works Director Hunsaker provided an update on the Emergency Operations Plan. The City has been working on updating the plan with a grant from The Oregon Department of Emergency Management, assisted by a consultant. The draft plan is now complete, and this Thursday, the executive team will be joined by Chief Godfrey from McMinnville Fire District to conduct a tabletop exercise to test the plan and address any potential issues. Next week, during the City Council's work session, Emergency Manager Jeff Jacobs will present the plan and provide an update on the Emergency Management program. This will allow Council members to provide input and ask questions before the plan is brought back for adoption at a future Council meeting.

IS Director and Interim Finance Director Burke shared the audits for both the City and the Urban Renewal Agency have been completed with clean opinions. Both audits have been submitted to the State of Oregon Government Finance Officers Association. He extended his gratitude to the entire Finance team for their efforts, particularly acknowledging former Finance Director Cuellar and Finance Administrator Gretzon for their significant contributions. A review item will be added to an upcoming Council agenda for further discussion. Also mentioned the hiring of a new Municipal Court Clerk. She is currently training on the job at the City Hall front desk. He encouraged Council members to introduce themselves to the new clerk when visiting City Hall.

City Recorder Cisneros reminded the Council that City offices will be closed on Monday in observance of Martin Luther King Jr. Day.

6. CONSENT AGENDA

- 6.a. Consider the request from Rip n Card Trick LLC for Limited On-Premises, OLCC Liquor License located at 125 N. Hwy 99W.

*Councilor Geary MOVED to adopt the consent agenda as presented;
SECONDED by Councilor Payne.*

*AYE: Cunningham, Tucholsky, Chenoweth, Payne, Geary, Peralta
NAY: None*

Motion PASSED unanimously.

7. RESOLUTIONS

- 7.a. Consider **Resolution No. 2025-01**: A Resolution appointing and re-appointing members to the City of McMinnville and Urban Renewal Budget Committees.

Councilor Cunningham MOVED to approve Resolution No. 2025-01; SECONDED by Councilor Tucholsky.

*AYE: Cunningham, Payne, Geary, Peralta
NAY: Tucholsky, Chenoweth
ABSTAIN: Payne*

Motion PASSED 3-2 with 1 abstain.

- 7.b. Consider **Resolution No. 2025-02**: A Resolution appointing four members to the City's Airport Commission.

Councilor Geary MOVED to approve Resolution No. 2025-02; SECONDED by Councilor Peralta.

*AYE: Cunningham, Tucholsky, Payne, Geary, Peralta
NAY: Chenoweth*

Motion PASSED 5-1.

- 7.c. Consider **Resolution No. 2025-03**: A Resolution Appointing Members to the Diversity, Equity, and Inclusion Committee.

Councilor Payne MOVED to approve Resolution No. 2025-03; SECONDED by Councilor Geary.

*AYE: Cunningham, Chenoweth, Payne, Geary, Peralta
NAY: Tucholsky*

Motion PASSED 5-1.

- 7.d. Consider **Resolution No. 2025-04**: A Resolution Approving the Appointment of a new Finance Director.

Councilor Geary MOVED to approve Resolution No. 2025-04 as amended; SECONDED by Councilor Payne.

*AYE: Cunningham, Tucholsky, Geary, Peralta
NAY: Chenoweth, Payne*

Motion PASSED 4-2.

8. ORDINANCE

- 8.a. Consider the first reading with a possible second reading of **Ordinance No. 5156**: An Ordinance Amending Title 17 (Zoning) of the McMinnville Municipal Code to Chapter 17.57 “Landscaping,” Chapter 17.58 “Trees” and Approving the Decision, Findings, and Conclusionary Findings for Docket G 2-24.

Staff have requested to remove the Ordinance from today’s agenda and be brought back at a future date.

9. ADJOURNMENT: Mayor Morris adjourned the meeting at 8:02 p.m.

Daniel Ruiz, Deputy City Recorder



City of McMinnville
Community Development
 231 NE Fifth Street
 McMinnville, OR 97128
 (503) 434-7311
www.mcminnvilleoregon.gov

STAFF REPORT

DATE: January 28, 2025
TO: Mayor and City Councilors
FROM: Heather Richards, Community Development Director
 Susan Muir, Parks and Recreation Director
 David Ligtenberg, City Attorney
SUBJECT: Ordinance No. 5157: Parks, Recreation and Open Space Plan Update – Comprehensive Plan Adoption (Docket #: G 5-24)

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER
 Guide growth & development strategically, responsively & responsibly to enhance our unique character.



ENGAGEMENT & INCLUSION
 Create a culture of acceptance and mutual respect that acknowledges differences and strives for equity

Report in Brief:

This is the consideration of Ordinance No. 5157 (Attachment 1 to Staff Report), adopting elements of the June 2024 Parks, Recreation and Open Space Plan (PROS Plan) as part of the McMinnville Comprehensive Plan so that it can be utilized as part of the land-use program.

The Planning Commission hosted a public hearing on November 7, 2024, at which time they heard a staff report and public testimony, and then elected to close the public hearing and deliberate. The Planning Commission continued deliberations to the December 5, 2024 meeting, at which time they voted to recommend to the City Council, the adoption of the PROS Plan as part of the Comprehensive Plan.

Proposed Comprehensive Plan Amendments - The City’s Comprehensive Plan is divided into three volumes per the following:

Volume I – Background Information: (Both the narrative of and supporting documentation for the goals and policies developed by the community. It is a reference resource that can be used to interpret the intent of the goal and policy statements.)

Volume II – Goals and Policies: (These goals and policies are the culmination of the research, inventories and projections of Volume I and reflect the directives expressed through the citizen involvement process in adopting the plan. All future land use decisions must conform to the applicable goals and policies of this volume.)

Volume III – Implementing Ordinances: (Measures to carry out the goals and policies of the plan, including the comprehensive plan and zoning map, annexation, zoning and land division ordinances, and the planned development overlays placed on areas of special significance.

This docket is comprised of four proposed amendments to the McMinnville Comprehensive Plan per the following:

- Adopts the following sections of the PROS Plan and its appendices as a ***supplemental document*** of the Comprehensive Plan. (See Exhibit A to Ordinance No. 5157).
 - Chapter 1 – Introduction
 - Chapter 2 – Park System Snapshot (except for pages 36 – 43)
 - Chapter 3 – Vision, Goal, and Objectives (except for pages 56 – 63)
 - Chapter 4 – Opportunities
 - Chapter 5 – Action Plan (except for pages 99 – 109)
 - All Appendices to the PROS Plan

Note: The Planning Commission did not review a proposal with exempted pages, that is a new recommendation from staff to the City Council based on separating those elements of the PROS Plan related to land-use and physical parks, versus recreation programs (exempted pages 36 – 43, and 56 – 63) and capital project decisions (exempted pages 99 – 109).

- ***Amend Comprehensive Plan, Volume I:*** Replaces existing data, inventory and maps with the new data in the PROS Plan Update, including existing park inventory, goals and policies relative to land-use (level of service for land need, policies for identifying future location of parks, etc.), future parks map to serve the City 2021 – 2041, and the process used to develop the PROS Plan Update. (See Exhibit B to Ordinance No. 5157).

Note: There was some confusion about the extent to which the PROS Plan implements Goal 5 (Natural Resources, Scenic and Historic Areas, and Open Spaces) of the Oregon Land Use Goals. While the title of the PROS Plan implies that it might, the scope or plan for the PROS Plan was never intended to reach that goal. Accordingly, the Planning Commission reviewed a version of the proposed amendments that included removal of some Open Space language, as well as a short inventory, all in Comprehensive Plan Volume I. The issue has since been clarified and those removals are no longer recommended at this time. Exhibit B to the Ordinance maintains the Open Space language originally in the Comprehensive Plan, Volume I.

- ***Amend Comprehensive Plan, Volume II:*** Amends the goals and policies as necessary to support the PROS Plan Update goals and policies relative to equity, access, locational decision-making and stewardship, private and public parks. (See Exhibit C to Ordinance No. 5157).
- ***Amend Comprehensive Plan, Volume III:*** Amends the framework plan to reflect the reduced level of service identified in the PROS Plan Update impacting the number of parks and acreage identified in the Framework Plan for the UGB Urban Holding Comprehensive Plan designations. (See Exhibit D to Ordinance No. 5157).

Background:

On June 25, 2024, the McMinnville City Council approved Resolution No. 2024-38 adopting the attached Parks, Recreation and Open Space Plan (PROS Plan) (Exhibit A), replacing and superseding any previous PROS Plan currently in use for all purposes except land use. (Please see Attachment 2 – Resolution 24 - .)

The PROS Plan Update was a multi-year effort with extensive community engagement, and public meetings with the Diversity, Equity, and Inclusion Advisory Committee (formally acting as the Project Advisory Committee), Planning Commission, and City Council. Providing a 20-year vision (2021 – 2041) and comprehensive guide for future projects, policies, and programs, the PROS Plan is founded on involvement from thousands of interested and involved community members and a technical analysis of needs and priorities.

The PROS Plan Update provides the city an updated inventory of existing facilities and an equity lens for decision-making. The plan will be the city’s guiding document for the acquisition, design, maintenance, and programming of the City of McMinnville’s parks, open spaces and natural areas, now and into the future.

Discussion:

The PROS Plan Update will be utilized in the land-use program in the following manner:

- 1) Identify future locations of planned parks based on adopted community values.
- 2) Require land and park improvements with land-use applications.
- 3) Forecast future park land need based on adopted acreage levels of service per capita.
- 4) Utilize community-adopted goals and policies for Parks, Recreation and Open Space planning.

The PROS Plan Update will replace the 1999 Parks, Recreation and Open Space Plan as the guiding document for land-use decisions. Some of the changes in the PROS Plan Update are:

- 1) Updated data of existing parks inventory, condition of existing parks inventory and how that parks inventory serves the community in terms of proximity and access, safety and maintenance.
- 2) Addition of program goals and policies relative to maintenance and safety when considering programming equity throughout the city.
- 3) Equity considerations relative to socio-economics, demographics, population density, etc. when determining park, recreation and open space need and investments throughout the city.
- 4) Reduction of an acreage level of service from 14.0 acres per thousand people to 10.3 acres per thousand people of public park land to serve the community’s needs.
- 5) Planned park programming for the UGB expansion areas identified in the McMinnville Growth Management and Urbanization Plan (MGMUP) Framework Plan reduced by 50%.

In order for a community's Parks, Recreation, and Open Space Plan to be utilized in the city's land-use programs it (or components of it) need to be adopted into the City's Comprehensive Plan through an acknowledged land-use approval process – including public notice to the Department of Land Conservation and Development, public hearings with the Planning Commission, a Planning Commission recommendation to the City Council and final adoption by Ordinance by City Council. This process allows for public testimony and appeals and thus is considered the legal process that a City must follow to utilize a planning document as part of its overall land-use program. (ORS 197.625 and ORS 227.186(2)).

Historically, the City has utilized its PROS Plan to support the community's parks program by establishing a level of service of parks development within the city to serve the population as part of its land needs forecasting for future park land; identifying the location of future parks for land dedication as part of a land division application (subdivision, partition); and requiring the development of parks as part of planned development or master plan.

Part of Resolution No. 2024-38 was a direction to city staff to begin preparing the Comprehensive Plan amendments related to the PROS Plan for future council consideration.

Attachments:

- Attachment 1: Ordinance No. 5157
 - Exhibit A: Parks, Recreation and Open Space Plan Update and Appendices
 - Exhibit B: Proposed Amendments to Volume I, Comprehensive Plan, Background Information
 - Exhibit C: Proposed Amendments to Volume II, Comprehensive Plan, Goals and Policies
 - Exhibit D: Proposed Amendments to the MGMUP Framework Plan
 - Exhibit E: Decision Document
- Attachment 2: Resolution No. 2024-38
- Attachment 3: Planning Commission Minutes, December 5, 2024
- Attachment 4: Planning Commission Minutes, November 7, 2024
- Attachment 5: Memo – Written Testimony, Planning Commission Public Hearing

City Council Options:

1. **ADOPT THE ORDINANCE** approving Docket #: G 5-24 and adopting the Decision, Findings of Fact, and Conclusionary Findings per the decision document provided.
2. **ADOPT THE ORDINANCE WITH AMENDMENTS AND PROPOSED FINDINGS TO SUPPORT THE AMENDMENTS**, approving Docket #: G 5-24 and adopting an amended Decision, Findings of Fact, and Conclusionary Findings document.
3. **CALL FOR A PUBLIC HEARING**, date-specific to a future City Council meeting.
4. **DO NOT ADOPT THE ORDINANCE**

Recommendation:

The Planning Commission reviewed the proposal for consistency with the applicable state and local criteria. The Planning Commission found that the applicable criteria were satisfied, as provided in the decision document, and **RECOMMENDED APPROVAL** of the applications.

Staff **RECOMMENDS ADOPTION OF THE ORDINANCE** approving the adoption of components of the PROS Plan as an element of the Comprehensive Plan as recommended by the Planning Commission.

Suggested Motion:

"I MOVE THAT THE CITY COUNCIL ADOPT ORDINANCE NO. 5157."

ORDINANCE NO. 5157

AN ORDINANCE ADOPTING THE RELEVANT PORTIONS OF THE JUNE 2024 PARKS, RECREATION, AND OPEN SPACE PLAN, OTHERWISE ADOPTED BY RESOLUTION 2024-38, AS A SUPPLEMENTAL DOCUMENT TO THE MCMINNVILLE COMPREHENSIVE PLAN

RECITALS:

WHEREAS, the 1999 Parks, Recreation, and Open Space Master Plan (PROS Plan) had a 20-year planning horizon, which update began in June of 2022; and

WHEREAS, through a broad-reaching community engagement, including participation by thousands of McMinnville community members, an updated PROS Plan was completed in early 2024; and

WHEREAS, on June 25, 2024, with Resolution 2024-38, the City Council adopted the new PROS Plan to supersede the former for all purposes except land use and directed staff to begin preparing Comprehensive Plan amendments needed to complete adoption of the PROS plan for all purposes; and

WHEREAS, the PROS Plan and Amendments to the McMinnville Comprehensive Plan were prepared by staff and presented to the Planning Commission at a public hearing on November 7, 2024; and

WHEREAS, the Planning Commission continued deliberations to December 5, 2024, and then voted to recommend to the City Council the adoption of the PROS Plan as a supplemental document to the Comprehensive Plan; and

WHEREAS, the PROS Plan will be utilized to 1) identify future locations of planned parks based on adopted community values, 2) require land and park improvements with land-use applications, 3) forecast future park land need based on adopted acreage levels of service per capita, and 4) utilize community-adopted goals and policies for Parks, Recreation, and Open Space planning.

NOW, THEREFORE, THE COMMON COUNCIL FOR THE CITY OF MCMINNVILLE ORDAINS AS FOLLOWS:

1. The City adopts the relevant portions of Exhibit A to this ordinance, the *City of McMinnville Parks, Recreation, and Open Space Plan (adopted by Resolution 2024-38, June 25, 2024)*, as part of the McMinnville Comprehensive Plan. The relevant portions of Exhibit A, are the following:
 - a. PROS Plan Chapter 1 – Introduction;
 - b. PROS Plan Chapter 2 – Park System Snapshot, except pages 36 – 43;
 - c. PROS Plan Chapter 3 – Vision, Goals, and Objectives, except pages 56 – 63;

- d. PROS Plan Chapter 4 – Opportunities; and
 - e. PROS Plan Chapter 5 – Action Plan, except pages 99 – 109;
 - f. All appendices to the PROS Plan.
2. The City amends Volume I of the City’s Comprehensive Plan as shown in Exhibit B to this ordinance.
 3. The City amends Volume II of the City’s Comprehensive Plan as shown in Exhibit C to this ordinance.
 4. The City amends McMinnville Growth Management and Urbanization Plan, 2003 – 2023 as shown in Exhibit D to this ordinance.
 5. The Council adopts the Decision Document with the Findings of Fact and Conclusionary Findings as provided in Exhibit E; and
 6. This Ordinance will take effect 30 days after passage by the City Council.

Passed by the McMinnville City Council this 28th day of January, 2025, by the following votes:

Ayes: _____

Nays: _____

MAYOR

Approved as to form:

Attest:

City Attorney

City Recorder

EXHIBITS:

- A. City of McMinnville Parks, Recreation, and Open Space Plan (adopted by Resolution 2024-38, June 25, 2024)
- B. Proposed Amendments to Volume I, Comprehensive Plan, Background Information
- C. Proposed Amendments to Volume II, Comprehensive Plan, Goals and Policies
- D. Proposed Amendments to the MGMUP Framework Plan
- E. Decision Document



City of

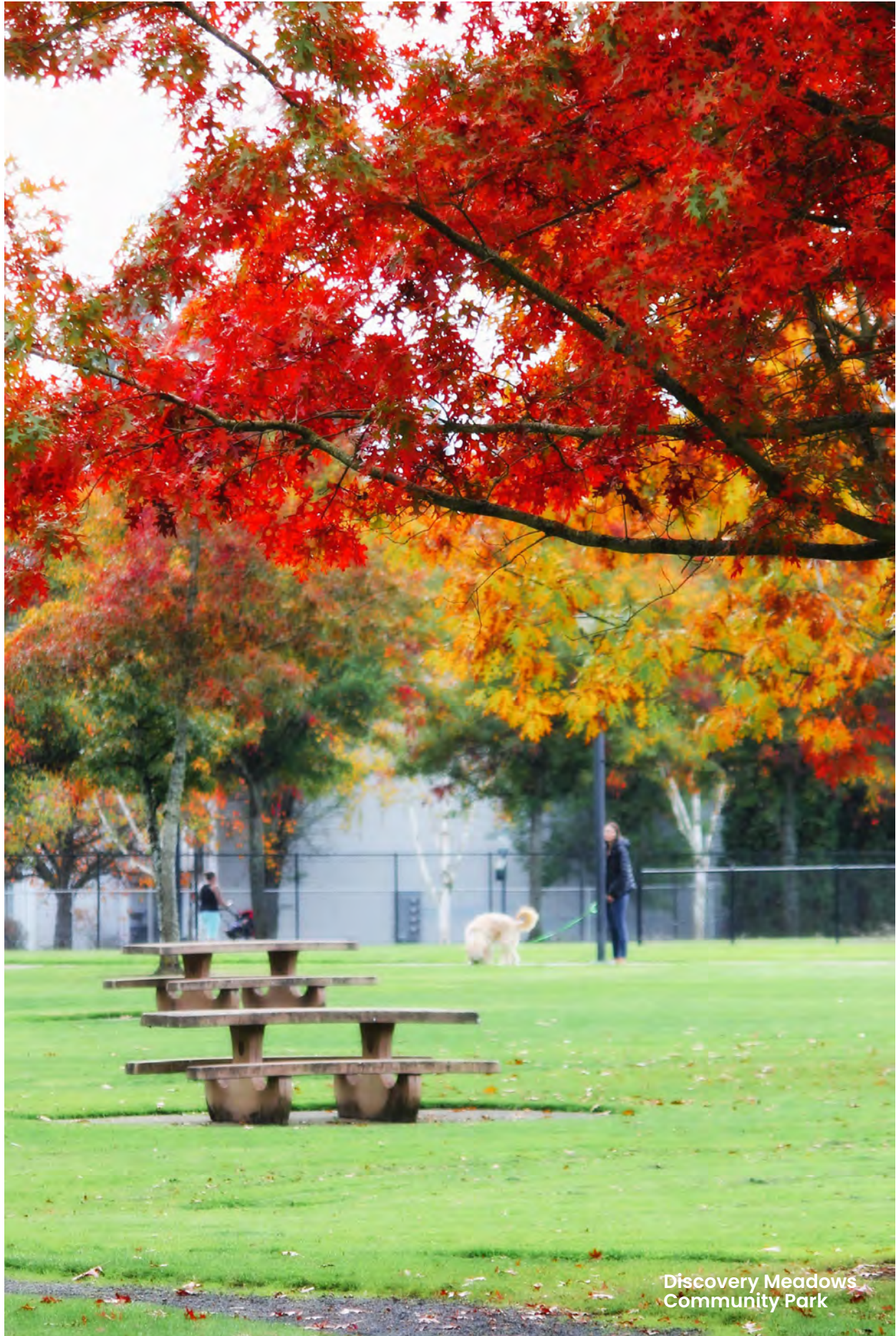
McMinnville

PARKS, RECREATION
AND OPEN SPACE
PLAN

Play | Explore | Grow | Connect

ADOPTED BY RESOLUTION 2024-38, JUNE 25, 2024





Discovery Meadows
Community Park

ACKNOWLEDGMENTS

The City of McMinnville extends deep gratitude to everyone who contributed to the development of the Parks, Recreation, and Open Space Plan. The immense amount of effort devoted to this planning process is indicative of the commitment by the residents, City staff, and elected officials of McMinnville to enact positive change within their community and to shape the parks and recreation system for years to come.

CITY COUNCIL

Mayor Remy Drabkin
Council President Adam Garvin, Ward 3
Councilor Sal Peralta, Ward 1
Councilor Chris Chenoweth, Ward 1
Councilor Kellie Menke, Ward 2
Councilor Zack Geary, Ward 2
Councilor Jessica Payne, Ward 3

PLANNING COMMISSION

Chair Sidonie Winfield, At Large
Co-Chair Gary Langenwalter, Ward 3
Beth Rankin, Ward 1
Rachel Flores, Ward 1
Brian Randall, Ward 2
Dan Tucholsky, Ward 2
Sylla McClellan, Ward 3
Matthew Deppe, At Large
Megan Murray, At Large

CONSULTANT TEAM



www.migcom.com
in association with Talitha Consults
and Community Attributes, Inc. (CAI)

DIVERSITY EQUITY AND INCLUSION ADVISORY COMMITTEE

Abby Thomas
Caitlin Nemeth
Christine Bader
Diane Rhee
Efrain Arredondo
Karina Alcantara
Katherine Martin
Larry Miller
Myrna Khoury
Tony Lai
Zack Geary

PROJECT MANAGEMENT TEAM

Susan Muir, Parks and Recreation Director
Anne Pagano, Public Works Director
David Renshaw, Superintendent
Heather Richards, Community Development
Director
Katie Noyd, Community Center Manager
Liz Fliszar, Park Maintenance Supervisor
Noelle Amaya, Communications &
Engagement Manager
Tom Schauer, Senior Planner

CONTENTS

EXECUTIVE SUMMARY

1 INTRODUCTION

Purpose Of The Plan	14
Planning Process	15
Planning Background	16
Setting and Context	17
The McMinnville Community	19

2 PARK SYSTEM SNAPSHOT

McMinnville’s Park and Recreation Assets.....	24
i. Existing Park and Recreation System Map	27
ii. Park Inventory	28
iii. Park Condition Assessment	35
iv. Recreation Programs	36
v. Indoor Recreation Facilities	38
vi. Systems, Operations and Maintenance	40

3 VISION, GOALS, AND OBJECTIVES

Community Engagement Summary.....	46
Vision.....	48
Goals and Objectives.....	49
i. Parks and Facilities	50
ii. Open Spaces, Greenways, and Trails.....	54
iii. Recreation Programs and Services	56
iv. Maintenance and Stewardship.....	60
v. Management and Collaborative Partnerships.....	62

4 OPPORTUNITIES

Engagement Common Themes	66
Park Land Needs	68
i. Parkland Level of Service	68
ii. Park Access Gaps	70
1. Developed Park Service Area Map.....	73
2. Access to Sports Facilities and Play Areas Map.....	75
iii. Equity Findings	76
Recreation Facility Needs	80
Trail Needs	88
Recreation Program Needs	89

5 ACTION PLAN

20-Year Capital Improvement Projects	92
Future Parks and Recreation System Map	96
Short-Term Action Plan	100
Short-Term Funding Plan.....	104
Prioritization Criteria	104
Implementation Steps.....	107

APPENDICES

Appendix A Park and Recreation Facility Inventory
Appendix B Online Values and Needs Survey Summary
Appendix C 20+ Year Capital Project and Operations Costs
Appendix D Online Priority Projects Survey Summary

EXECUTIVE SUMMARY

After a nearly two-year process, the City has developed this Parks, Recreation and Open Space Plan (PROS Plan or Plan) that provides a 20-year vision and comprehensive guide for future projects, policies, and programs. The PROS Plan is founded on involvement from thousands of interested and involved community members and a technical analysis of needs and priorities. This Plan is organized as follows:

1

CHAPTER 1: INTRODUCTION Outlines the purpose of the Plan, the planning process, and the plan organization.

2

CHAPTER 2: PARK SYSTEM SNAPSHOT Provides an overview of the McMinnville community and existing park system.

3

CHAPTER 3: VISION, GOALS, AND OBJECTIVES Presents the new vision, goals and objectives that will inform the envisioned future of McMinnville's parks and recreation system for the next 20 years.

4

CHAPTER 4: OPPORTUNITIES Summarizes community engagement key themes and park land, recreation facility, trail, and recreation program needs.

5

CHAPTER 5: ACTION PLAN Outlines recommendations for the future parks and recreation system, implementation, funding, and project prioritization.



**West Hills
Neighborhood Park**

PLANNING PROCESS

The PROS Plan was developed through a 31-month process that combined broad community engagement with a data-driven technical analysis to identify community needs and priorities. Community members, city leaders, and partner organizations all contributed to the development of the vision, goals, and objectives of this Plan. The planning process included four phases:

PHASE 01: INVENTORY

A review of existing conditions and analysis of opportunities and challenges across the park and recreation system.

PHASE 02: ASSESSMENT

Community outreach activities to document needs and ideas for future improvements and to develop the future vision for the park system.

PHASE 03: STRATEGY

Development of recommendations and projects for the long-term future.

PHASE 04: ACTION PLAN

Prioritize projects and develop, review, and refine the PROS Plan with the community.



PARK SYSTEM SNAPSHOT

The City of McMinnville manages 28 developed parks and three indoor community facilities in addition to three trail/linear park systems and 16 natural areas. These sites support a variety of indoor and outdoor recreation opportunities, events, and programs.



COMMUNITY ENGAGEMENT SUMMARY

The City held a variety of meetings, surveys, and outreach activities throughout the planning process to understand community needs and priorities and to develop the Plan's community vision for the future.



2,338 Online Values and Needs Survey (Survey 1) respondents



1,395 Online Priority Projects Survey (Survey 2) respondents



8 in-depth interviews



3 community pop-up events



12 meetings with City Council, Planning Commission, and the DEIAC

COMMUNITY VISION

The PROS Plan vision combines the values and interests of community members that contributed their ideas during the planning process.

McMinnville, parks and recreation define our incredible city by bringing the community together through an inclusive and interconnected system. From natural areas, vibrant public spaces, and variety of parks, events, and programs, our community enjoys a high quality of life that is safe and welcoming for everyone.

Together, these opportunities provide for lifelong learning and fun for all ages, healthy lifestyles and natural habitats, and community cohesion, while also supporting our local economy, and unique heritage and culture. McMinnville's parks and recreation system is equitable for everyone in every neighborhood, and we are committed to stewarding these places and opportunities for future generations.

INCLUSIVE - INTERCONNECTED - VIBRANT - SAFE - WELCOMING

THE FUTURE SYSTEM

Over the next 20 years, the City of McMinnville will enhance its park system through new park development, as well as maintaining, improving and enhancing existing sites. To help the City achieve this community vision, this Plan provides a guide for implementation of both short-term and long-term capital improvement projects for McMinnville's envisioned future park and recreation system.

20-YEAR CAPITAL IMPROVEMENT PROJECTS

There are **129** proposed capital improvement projects that will be completed over the next 20-plus years. These are organized into the following **four** key community need categories.



CONNECTIONS

Trails and access improvements

28 projects at **22** parks



PLAY AND GATHERING

Play areas, sports facilities, or community spaces

34 projects at **24** parks



REINVESTMENT

Infrastructure repair/replacement and replace worn or aging park assets

64 projects at **26** parks



NATURE

Natural area improvements

3 projects at **3** parks



Above: City Park



INTRODUCTION

Situated in the heart of the Willamette Valley at a bend in the South Yamhill River, McMinnville is a charming community with a walkable downtown, year-round attractions, and diverse recreational opportunities for people of all ages and backgrounds. This chapter provides an overview of the planning process, background information, and helpful context to set the stage for a plan that can increase quality of life in the city.

1 INTRODUCTION

It's an exciting opportunity for the City of McMinnville's parks, recreation and open space system. After a nearly two-year process, the City has developed this Parks, Recreation and Open Space Plan (PROS Plan or Plan) that provides a 20-year vision and comprehensive guide for future projects, policies, and programs. The PROS Plan is founded on involvement from thousands of interested and involved community members and a technical analysis of needs and priorities.

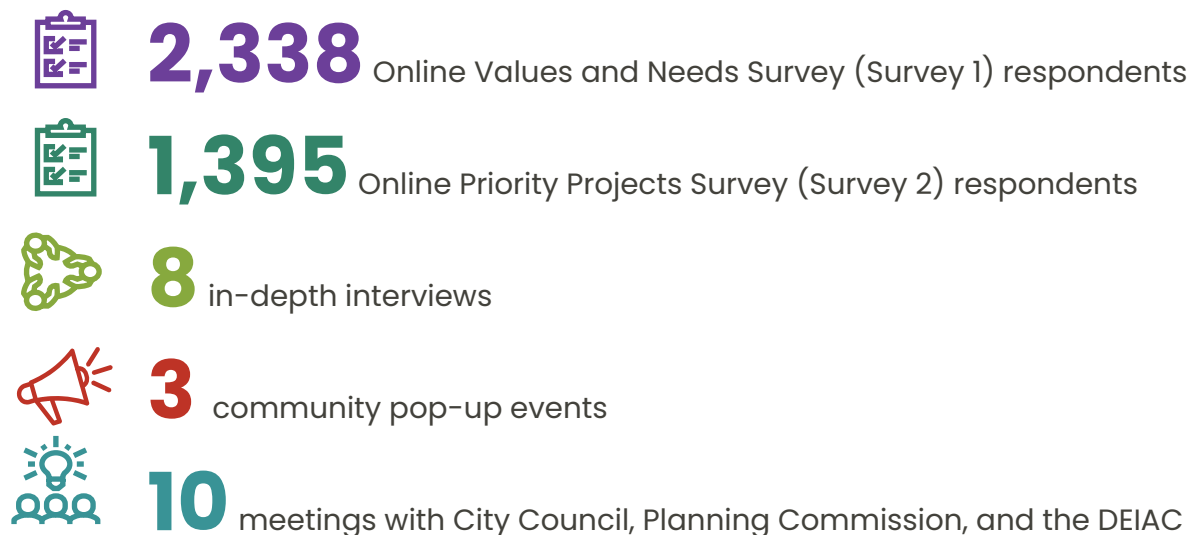
PURPOSE OF THE PLAN

This PROS Plan provides guidance for how McMinnville will grow, steward, and maintain parks for the next 20 years. The Plan builds on the vision and success of the 1999 PROS Plan to create a modern park system based on sufficient funding and grounded in equity.

Over twenty years ago the City adopted the 1999 PROS Plan that outlined a vision

for McMinnville's park and recreation system. Notably, the plan helped spur passage of a \$9 million large parks bond (about \$16 million in 2022 dollars) as well as grant funding and donations to support acquisition and development of several new parks and recreation facilities. Through that vision and funding, McMinnville has increased the number of developed parks significantly.

FIGURE 1-1: COMMUNITY ENGAGEMENT SNAPSHOT



PLANNING PROCESS

The PROS Plan was developed through a 28-month process that combined broad community engagement with a data-driven technical analysis to identify community needs and priorities (Figure 1-1). Community members, City leaders, and partner organizations all contributed to the development of the vision, goals, and objectives of this Plan (Figure 1-2). Each phase of the planning process is described in further detail in the remainder of this document as described on the following page.

FIGURE 1-1: THE PLANNING PROCESS



PLANNING BACKGROUND

The Plan builds on guidance from several prior plan and studies, most notably the City’s Comprehensive Plan and Growth Management Plan.

COMPREHENSIVE PLAN (VOLUME 11) GOALS AND POLICIES 2022

The City’s Comprehensive Plan provides guidance for the future for the entire city, as well as the Urban Growth Boundary (UGB) area, and includes several goals and policies related to parks, recreation, and open space (Chapters 3, 5, 6, 7, and 9). Key guidance relevant to development of the Plan include:

- **Accessibility** to parks for all modes of transportation, people of all abilities, and new developments;
- **Direction** for establishing parks and open space from Great Neighborhood Principles and Neighborhood Activity Center policies;
- **Zoning changes** to provide a Park Zone to apply to all public parks and facilities within city limits;
- **Reliance on the Parks, Recreation, and Open Space Plan** to identify park needs and guide implementation of park development and improvements city-wide; and
- **Fostering collaboration and coordination** between the City and other organizations such as the school district and private and public recreation groups to provide parks sites and programming.

GROWING MCMINNVILLE MINDFULLY; MCMINNVILLE GROWTH MANAGEMENT AND URBANIZATION PLAN (MGMUP), 2003 – 2023

The MGMUP includes recommendations for development and adoption of new comprehensive plan and zoning designations; a Framework Plan, which provides general guidance for development in the UGB expansion areas; Great Neighborhood Principles; and Neighborhood Activity Center guidance. The Framework Plan identifies potential new park and greenways in four future growth areas in the UGB:

- **Northwest:** New community and neighborhood park sites, and a greenway opportunity (Ridge Trail);
- **Southwest:** Community and neighborhood park and school sites and a greenway opportunity (Cozine Creek Loop);
- **South:** Neighborhood park site; and
- **East:** Neighborhood park and school sites, and a greenway opportunity (Yamhill River/Joe Dancer Trail).



SETTING AND CONTEXT

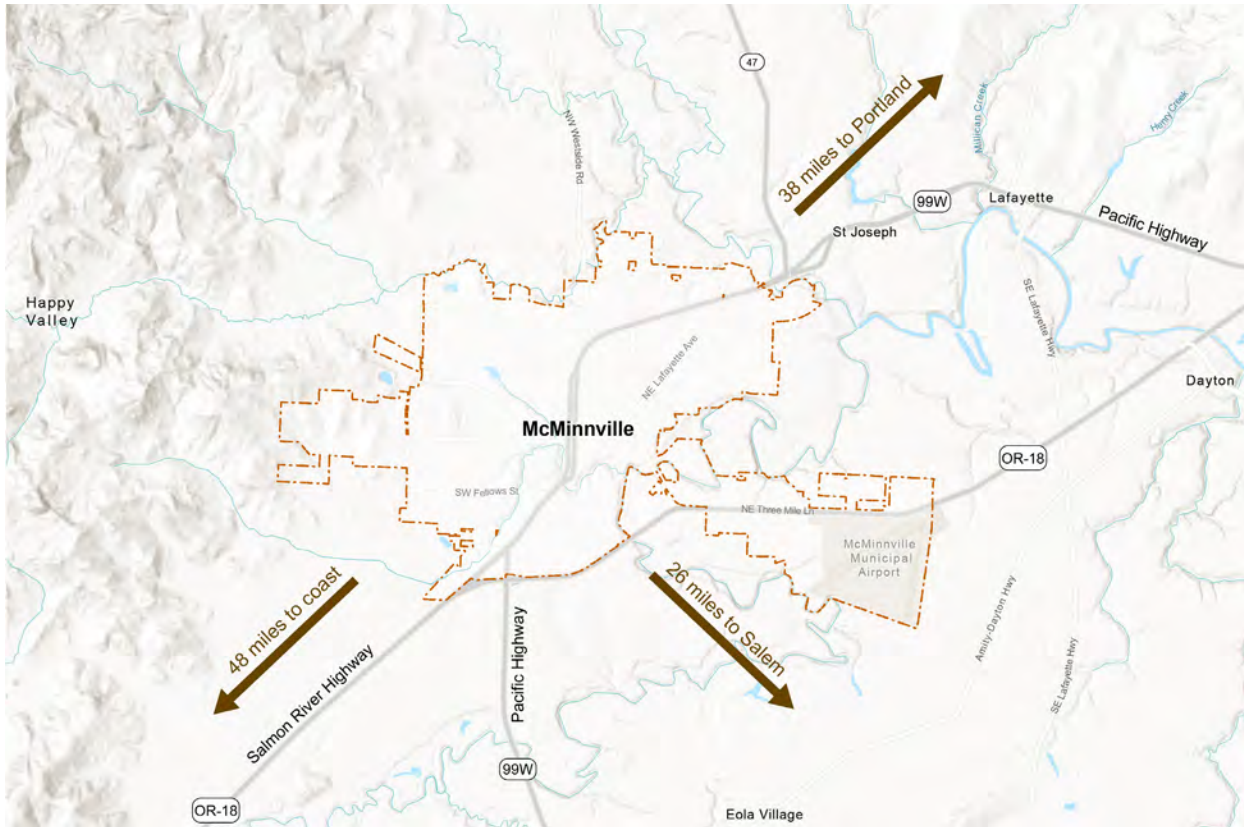
The City of McMinnville is in the center of Yamhill County approximately 25 miles northwest of Salem, and about the same distance to Portland to the northeast and the Oregon coast to the west (see Figure 1-3 on the next page). According to July 1, 2021 U.S. Census estimates, McMinnville has a current population of about 34,666 people. The city is well known for being in the heart of Willamette Valley, Oregon’s wine country, and for its walkable downtown, cycling, farm-to-table dining, art galleries, and community events.

MAC-TOWN 2032, the City’s Strategic Plan, provides a vision for the city which states “A collaborative and caring city inspiring an exceptional quality of life” with primary values of stewardship, equity, courage, and accountability. The Strategic Plan includes goals, objectives and strategic actions to achieve the community’s vision. The Parks and Recreation Department is highlighted as playing a central role in building a community culture of safety and supporting resiliency for critical infrastructure. Other actions related to the parks and recreation system include increasing community wayfinding, improving McMinnville’s sense of place, and supporting community connections.

“McMinnville is old enough to be substantial, young enough to be ambitious, big enough to be industrious, and small enough to be friendly.”

-Historic Brochure of the City

FIGURE 1-3: REGIONAL CONTEXT



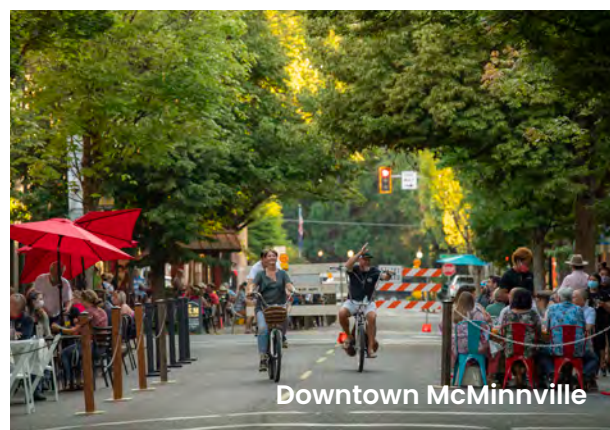
LAND USE AND DEVELOPMENT PATTERNS

McMinnville is bisected by Highway 99W (the Pacific Highway) which runs north/south and is split into a one-way couplet through the city. The Urban Growth Boundary (UGB) for McMinnville can be seen on Map 2-1 on page 26. McMinnville historically grew from the compact core area with the traditional grid pattern, growing outward from there.

West of the Pacific Highway are primarily low-density neighborhoods and Michelbook Country Club. The neighborhoods in the southwest and west portions of the city are newer and mostly single-family homes. Neighborhoods closer to the highway

are primarily older and on a grid street pattern.

Notable features include Linfield University to the south, the downtown in central McMinnville, and industrial uses to the east, including the McMinnville Municipal Airport. The city is bounded on the east by the South Yamhill River.



THE MCMINNVILLE COMMUNITY

Community characteristics and historic and future population patterns play a major role in planning for the park system. Over the past 21 years, McMinnville has added approximately 8,100 residents, a rate that is slightly higher than the county and state averages. It should be noted that smaller geographic areas generally have higher growth rates relative to a smaller population.

FUTURE POPULATION GROWTH

McMinnville prepared a draft Housing Needs Assessment, completed in 2019, which identifies future population growth projections sourced from 2017 data from the Population Research

Center at Portland State University. The city is projected to have continued growth over the next 20 years and beyond, with approximately 47,498 residents by 2041 (Figure 1-4 on the next page). It should be noted that the forecast 2021 population (projected in 2019), is 1,572 people higher than the current 2021 U.S. Census Population estimate of 34,666 residents. This level of growth has implications for the parks and recreation system. With more residents living in denser housing developments without private backyard space, there is a greater demand for public parks, open space, recreational facilities, and programs.

MCMINNVILLE AT A GLANCE



34,666 Current Population



47,498 Forecasted Population (2041)

22% 18 years and younger



19% 65 years and over

24% Hispanic/Latino



\$53,628 Median Household Income



AGE

Based on Census data, McMinnville has a similar age distribution compared to Yamhill County and the State of Oregon. Approximately 22% of the population is under age 18 and 19% are 65 years and older. Different age groups have different needs, from young children to older adults. Some examples include low impact recreation for older adults, play environments that offer learning, exploration, and skill building for children, competitive sport facilities and programs for youth and adults, and gathering spaces and events for all ages.

RACE AND ETHNICITY

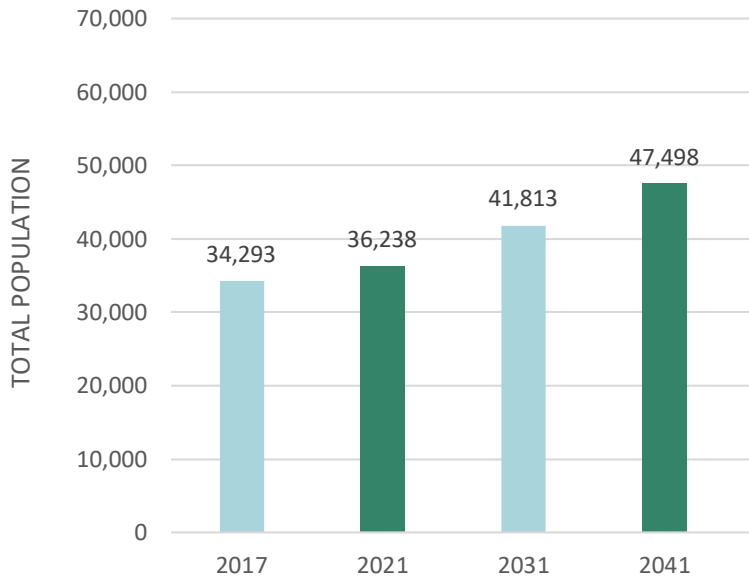
McMinnville's Hispanic or Latino population is the largest non-White demographic, representing about 24% of the population. The Hispanic/Latino population is higher than the county and state averages (Figure 1-5) and has also grown at a faster rate (3.3%) since 2010. Strong park and recreation systems provide opportunities that are reflective of all demographics and cultures in the community. The Oregon Statewide Comprehensive Outdoor Recreation Plan (SCORP) recommends parks and recreation facilities serve

unique needs of a diverse population. The 2017 SCORP survey found that outdoor court games other than tennis (basketball, beach volleyball, etc.), soccer, swimming, outdoor water activities (splashpads and outdoor pools), and social gatherings at parks are popular recreational activities for Latino communities in Oregon.

INCOME AND AFFORDABILITY

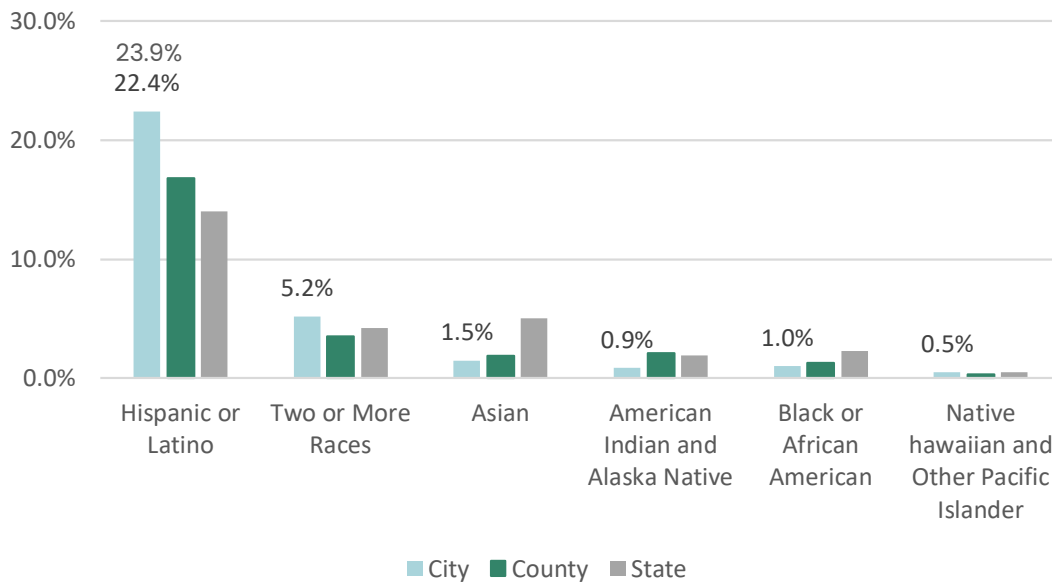
Income and affordability are additional key considerations that influence participation in parks/open space use and recreation programs among other factors. The median household income in McMinnville is \$53,628, which is lower than the county (\$67,296) and state (\$65,667) averages. In McMinnville, approximately 42.3% of renters in the city pay 35% or more of their household income on rent which is comparable to the county average. Public parks provide a low-cost recreation option and therefore are especially important in areas with a higher share of lower-income households. In places where housing costs are high, people are also more likely to live in dense, multi-family environments, where the need for substantial public open space is even more important.

FIGURE 1-4: POPULATION FORECAST MCMINNVILLE UGB: 2017-2041



Source: McMinnville Housing Needs Assessment, Population Research Center, PSU, 2017

FIGURE 1-5: COMPARISON OF NON-WHITE RACE AND ETHNICITY (CITY, COUNTY, STATE)



Source: 2020 U.S. Census



**Above: Joe Dancer
Park**



2

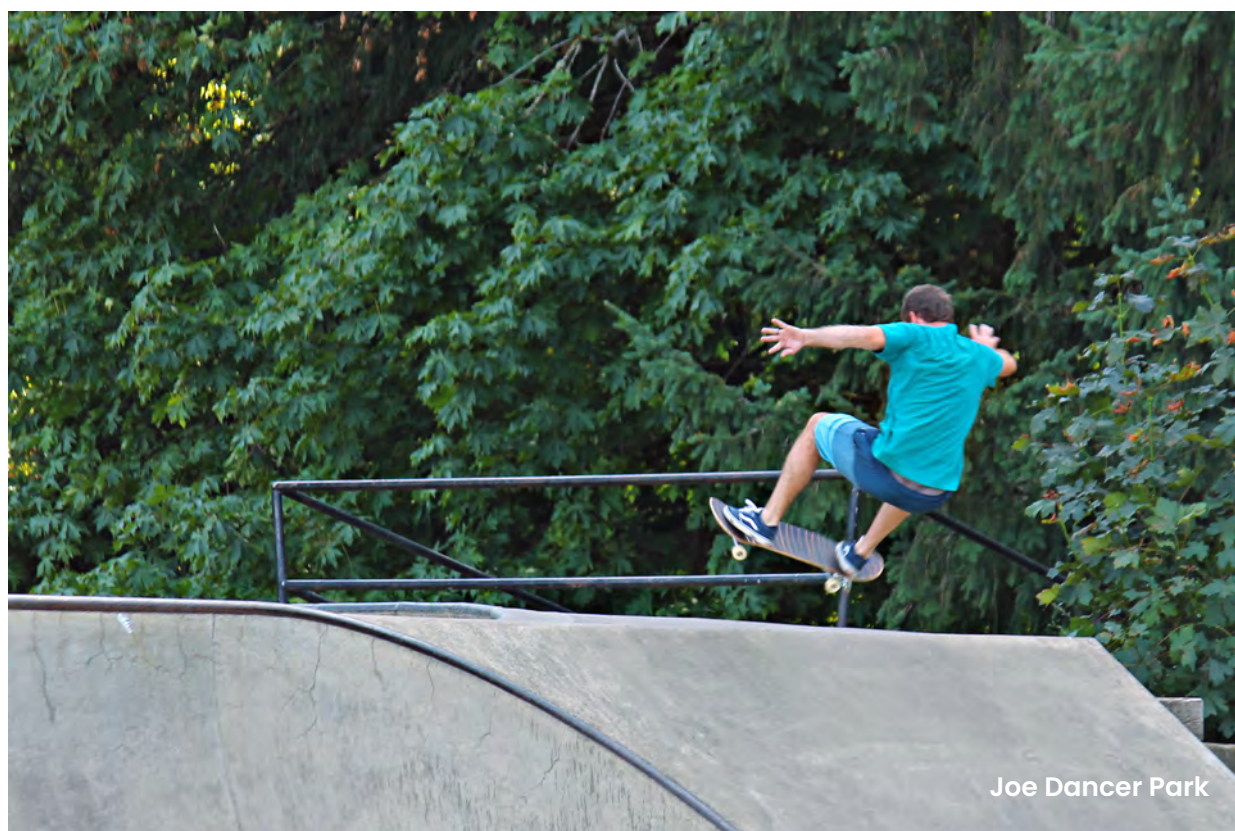
PARK SYSTEM SNAPSHOT

The City of McMinnville has a variety of parks, open spaces, trails, and facilities that provide recreation opportunities to the community. This chapter describes the existing park system including the park classifications that are referenced in this Plan, inventory of facilities and programs, and an overview of existing system operations and maintenance.

2 PARK SYSTEM SNAPSHOT

The McMinnville Parks and Recreation Department offers diverse recreational opportunities for McMinnville residents of all ages.

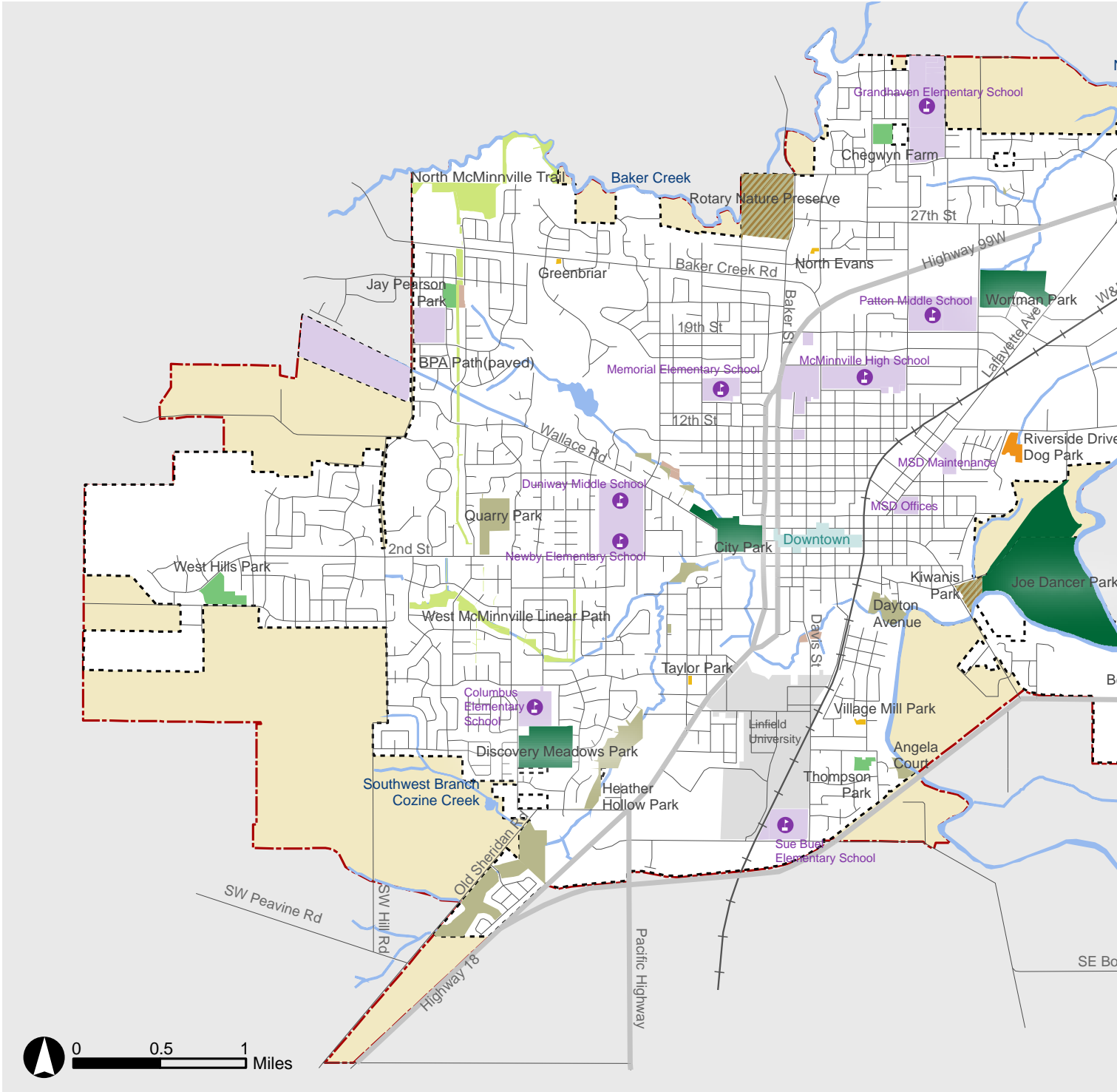
McMinnville’s park and recreation system includes three major indoor facilities (the Aquatic Center, Community Center and Senior Center). Outdoor facilities include parks of various sizes, play opportunities, sports courts and fields, as well as natural areas and open spaces. The trail system connects through part of the city, serving both recreational and transportation needs. Recreation programs cover a wide variety of year-round subjects for various age and interest groups.



Joe Dancer Park

FIGURE 2-1: McMinnville’s Park and Recreation Facilities





Park and Recreation Facilities

- Community Parks
- Neighborhood Parks
- Linear/Trail Parks
- Developed Natural Areas
- Undeveloped Natural Areas
- Parklettes
- Special Use Parks
- Undeveloped Parks

Base Map Features

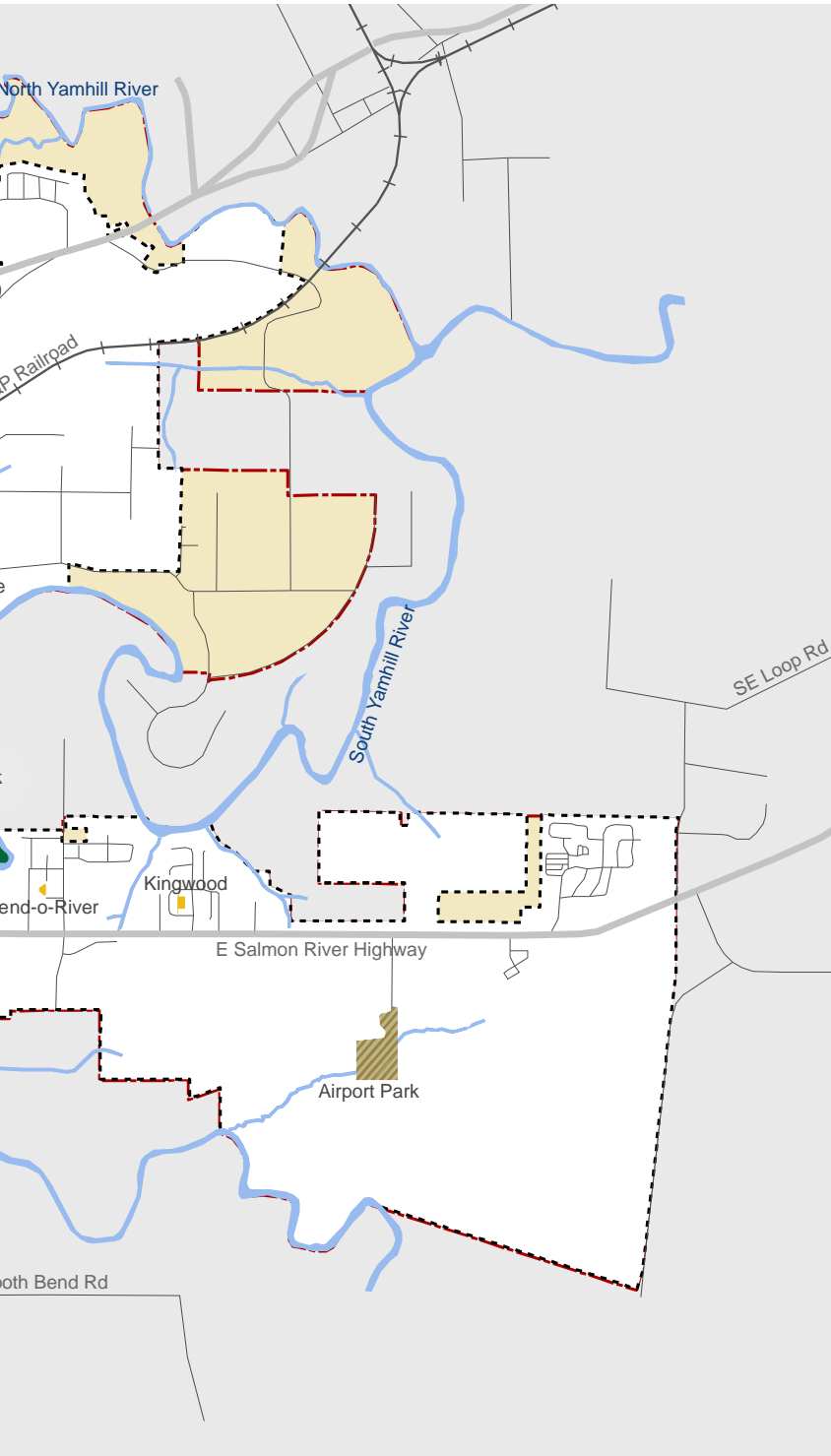
- Major Streets
- Streets
- Railroads
- Schools
- Landmarks
- Water
- City Limits
- Unincorporated Areas

MAP 2-1

EXISTING PARK AND RECREATION SYSTEM

Map 2-1 shows the distribution of parks across McMinnville's existing park and recreation system, including their classification. The 1999 Parks Plan classified parks into seven types by their benefit, size, and amenities/recreational opportunities included or not included. It also included site selection criteria and maintenance level and standards for each park type.

Parks are color-coded by the existing park classification types within the city: Neighborhood Parks, Parklettes, Community Parks, Special Use Parks, Linear/Trail Parks, Natural Areas (developed and undeveloped), and Undeveloped Parks. The Park Inventory on the next page further breaks down what currently exists within the McMinnville park and recreation system.



School District Property

Linfield University

Water Bodies

City Boundary

Urban Growth Boundary

PARK INVENTORY

The McMinnville community has access to several different types of parks and recreation opportunities that contribute to the quality of life for residents. McMinnville has a total of:

358 acres of park and open space land

230 acres of developed parks

Park types and definitions help provide guidance for the siting, location and design of each park based on its intended purpose and role in the park system. A complete Parks and Recreation Facility Inventory can be found in Appendix A.

28 total developed Parks

10.3 acres of total park land per 1,000 residents

PARKLETTES are small areas intended primarily for the use of children up to the early elementary grades and provide both active and passive activities. Often located within neighborhoods in close proximity to apartment complexes, townhouse developments, and within some isolated developments. Parklettes should be centrally located within a neighborhood to provide safe walking and bike access for children by preventing the need to cross major streets. Contents may include playgrounds, swings, paved areas for wheeled toys, basketball hoops, benches, horseshoes, lighting, and some off-street parking.

6 sites | **2.3** acres

SPECIAL USE PARKS are facilities for a specialized or single recreation activity, including historic and cultural sites, and recreation facilities.

1 site | **3.6** acres

NEIGHBORHOOD PARKS are the foundation of the parks and recreation system, providing accessible recreation and social opportunities to nearby residents. When developed to meet a neighborhood's recreational needs, school sites may serve as neighborhood parks.

4 sites | **16.9** acres

COMMUNITY PARKS provide a variety of active and passive recreational opportunities for all age groups. These parks are generally larger in size and serve a wider base of residents than neighborhood parks. Community parks often include developed facilities for organized group activity as well as facilities for individual and family activities.

4 sites | **163.7** acres

LINEAR/TRAIL PARKS are public access routes including sidewalks, bikeways, multi-use trails, and paths that are typically built on natural corridors, such as utility rights-of-way, drainage-ways, vegetation patterns, or natural acreage. Linear/trail parks may provide for one or more modes of trail oriented recreational travel (jogging, biking, walking) and connect or link several components of the park system or other community facilities. Trail/path surfacing can vary, including both soft and hard surfaces.

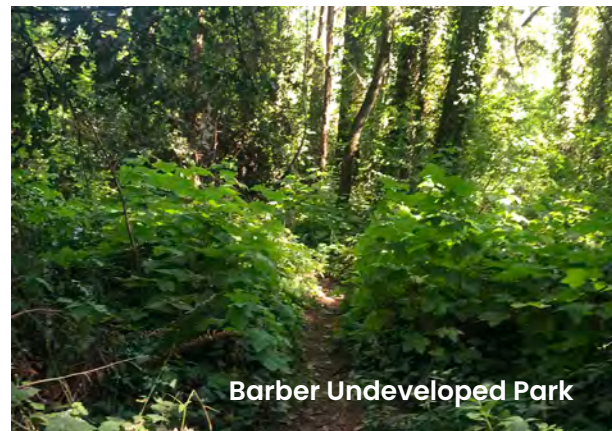
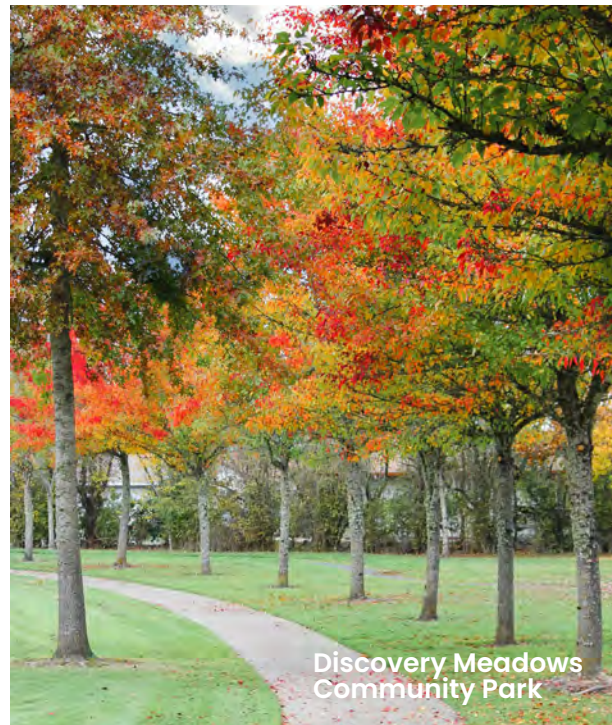
13 trail/path segments | **43.8** acres

NATURAL AREAS are areas of natural quality that protect valuable natural resources and provide wildlife habitat. They also provide opportunities for nature-related outdoor recreation, such as viewing and studying nature and participating in trail activities. Natural areas can be partially developed with amenities such as trails or picnic areas, or undeveloped with no improvements.

16 sites (3 developed) | **123.4** acres

UNDEVELOPED PARKS are publicly-owned sites, under management of the Parks and Recreation Department, that are not yet developed but are intended for future park or facility development. There are four sites totaling approximately 4.2 acres that are currently undeveloped.

4 sites | **4.2** acres



NATURAL RESOURCES AND OPEN SPACE

In addition to parks and recreation amenities, natural resources and open space exist in and near McMinnville which allow residents and visitors additional access to nature. The Yamhill River forks just northeast of McMinnville. The North Fork briefly follows the northeastern city boundary (for about 1/3 mile) near NW Riverside Drive. The South Fork follows the southeastern city boundary for almost three miles. Kiwanis Park contained the city's only boat ramp to the Yamhill River until winter river turbulence caused the boat ramp and hillside to collapse. According to the Greater Yamhill Watershed Council, "four major waterways drain the City of McMinnville: Cozine Creek with its branches, Baker Creek, North Yamhill River, and the South Yamhill River." Approximately 50 percent of the watershed is drained by Cozine Creek, which then discharges into the Yamhill River. McMinnville is prone to flooding in some areas where the flood channels are shallow, in particular along Cozine Creek and its branches. The 100-year floodplain (designated by FEMA) is designated as F-P on the City's zoning map.

The Rotary Nature Preserve at Tice Woods is a sensitive environment which includes one seasonally influenced pond, a wetland, an upland forest, and views of Baker Creek which flows adjacent to the park. Boardwalks and soft-surface trails are used to traverse the park. Bird watching is common in this park during all seasons. Galen McBee Airport Park also provides a flowing creek year-round and several micro-environments and uncommon plants.

Additional parks within the city that contain creeks or wetlands include City Park, Joe Dancer Park, Discovery Meadows, Wortman Park, Airport Park, Ash Meadows, James Addition, and Jandina III.

About 2.5 miles northwest of the city limits, the Miller Woods Conservation Area belongs to the Yamhill Soil and Water Conservation District. The 130 acres of forest and grass land includes several hiking trails and regular demonstrations and education programs.

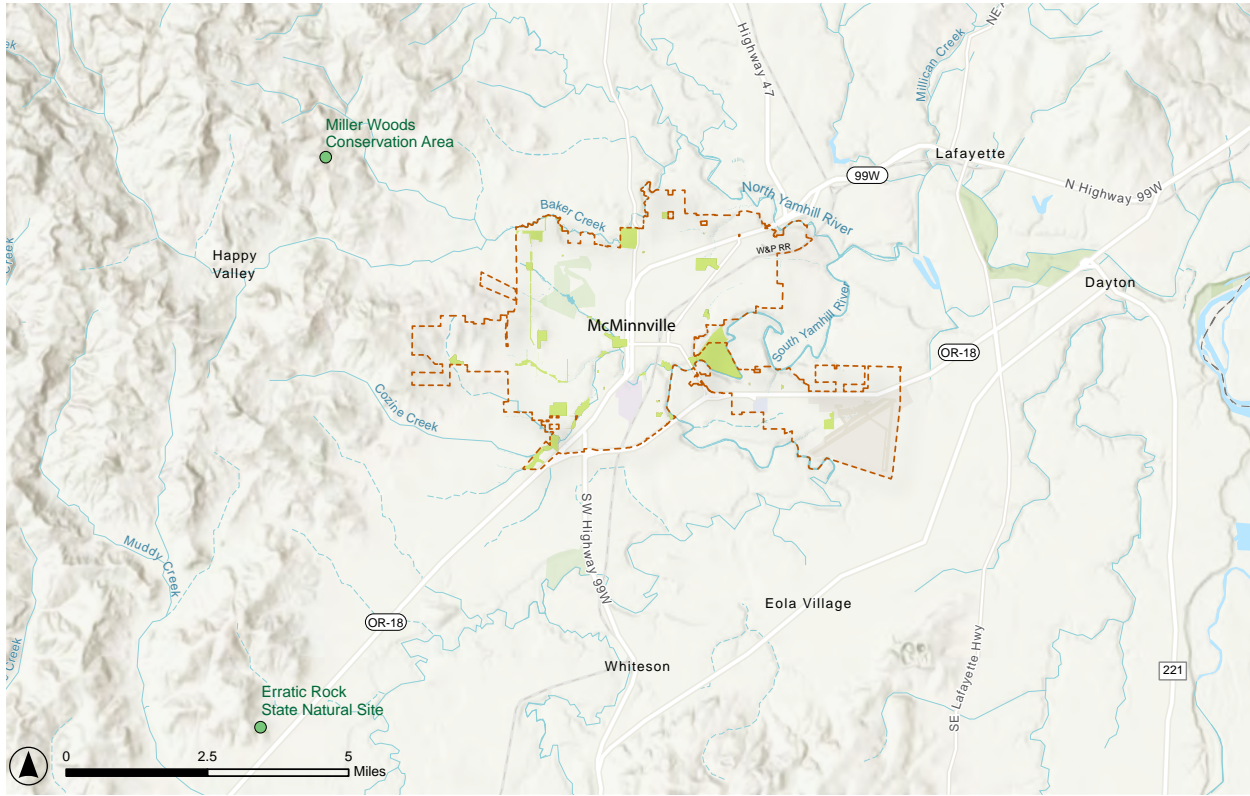
Erratic Rock State Natural Site is about five miles south of McMinnville along the Pacific Highway. According to the Oregon State Parks website, "This 90-ton rock was deposited during an Ice Age flood. It floated over 500 miles in an iceberg 12,000 to 17,000 years ago, by way of the Columbia River. When the ice melted, the rock was left behind. This is the largest glacial erratic found in the Willamette Valley." This area includes hiking trails, a scenic viewpoint, and interpretive information.

The State of Oregon requires a detailed natural open space inventory as part of the City's Comprehensive Plan (Goal 5). For this Plan, the project team relied on existing City data. This Plan does not provide a complete Goal 5 inventory update.

McMinnville has always incorporated the natural beauty of Oregon, and I hope that continues in years to come.

-Online Survey Respondent

FIGURE 2-2: REGIONAL NATURAL RESOURCES





Westside Bicycle
Pedestrian Greenway

TRAILS

McMinnville’s parks contain approximately **10.5 miles of paved paths and 5.5 miles of soft trails**. About 60% of these are within the city’s Community Parks. Most of the city’s parks designated as “Linear/Trail Parks” only have paved paths, with the exception of portions of the North McMinnville Trail. The City’s three developed natural areas include either paved paths or soft trails with the exception of Tice Woods - Rotary Nature Preserve which has both. Three parkettes have no internal trails or paths: Greenbriar, Heather Hollow, and Village Mill Parks.

There are three primary connected trail networks in McMinnville: West McMinnville Linear Path, BPA Path, and the North McMinnville Trail. The West McMinnville Linear Path (made up of Ash Meadows, Goucher Street Pathway, James Addition, Jandina and Jandina III, and Westvale) follows the west branch of Cozine Creek between SW Westvale Street and SW Russ Lane and continues north up Goucher to 2nd Street. The BPA Path connects 2nd Street to Baker Creek Road. The North McMinnville Trail includes Baker Creek North and Oak Ridge Meadows. Existing trails outside of city parks are limited in McMinnville, despite several miles of creeks, streams, and the Yamhill River.

10.5 miles of paved paths

5.5 miles of soft trails

TABLE 2-1: LINEAR/TRAIL PARKS INVENTORY

Linear/Trail Parks	Acres
West McMinnville Linear Path	
Ash Meadows	1.5
Goucher St. Pathway	1.7
James Addition	1.3
Jandina	2.6
Jandina III	2.1
West McMinnville Linear Park	0.2
Westvale	4.5
BPA Path (Paved)	
BPA Pathway I (2nd Street to Wallace)	2.8
BPA Pathway II (Wallace to 23rd)	4.1
Roma Sitton (23rd to Baker Creek Road)	1.7
BPA North (Baker Creek Road to chip path)	1.3
North McMinnville Trail	
BPA Pathway I (2nd Street to Wallace)	2.8
BPA Pathway II (Wallace to 23rd)	4.1
TOTAL ACRES	43.8

Source: City of McMinnville

PARTNERSHIPS

In addition to the City of McMinnville’s parks and recreation offerings, the public relies on recreation opportunities provided by the local school district and higher education facilities.

McMinnville has one public high school, two public middle schools, and five public elementary schools. These are distributed throughout the city west of the Yamhill River. The middle and high schools also contain indoor and outdoor sports fields. Each elementary school has indoor and outdoor recreation/play facilities and large open fields. The City also partners with Camp Fire Columbia to provide after-school childcare for elementary aged children in McMinnville’s grade schools.

Two higher education facilities exist in McMinnville, Linfield University and Chemeketa Community College. Linfield University has a full athletics program and several indoor and outdoor facilities including a football stadium, tennis courts, track, baseball and softball stadiums, aquatics building, basketball courts, soccer/lacrosse fields, and practice fields. Chemeketa Community College is a much smaller facility than Linfield, consisting of one building, but does include an indoor conditioning/fitness center and a small park/plaza space. Chemeketa has an athletics program which primarily operates at home fields/courts at the Salem campus, but also utilizes the Linfield track in McMinnville.



PARK CONDITION ASSESSMENT

In the summer of 2022, the project team conducted a tour of selective parks and recreation facilities to document existing conditions, issues, and opportunities. The project team used multiple criteria to subjectively evaluate conditions related to safety, accessibility, functionality, age, and other factors. Newer parks have facilities and amenities that are in good condition such as Chegwyn Farms Park or Jay Pearson Park. However, several older parks have facilities and amenities that are in fair to poor condition, such as play areas and pathways in Kingwood Park and City Park. The following summarizes key issues:

- **Play Equipment:** With some exceptions, play equipment is aging and will need likely need replacement within the next 5-10 years. The lifespan of the typical play structure found in parks is 10-20+ years depending on maintenance and use. Replacement will need to be phased according to condition.
- **Irrigation:** Most parks have irrigated turf fields and some parks have had irrigation partially or completely turned off due to lacking resources to mow turf and repair systems. Hotter summers and climate change adaptation will continue to impact water use for field irrigation.
- **River/Creek Access:** There is no formal public water access in the system, yet several sites have creeks where people can access water and there is potential at several sites for formal access.
- **Flooding:** Flooding is a significant issue in several parks and will continue to require routine management and long-term strategies to reconsider how these areas are programmed. Some parks are within the regulatory floodway which can limit future development.

- **Accessibility:** Many parks have ADA accessibility issues including physical barriers to access park features for people with disabilities and missing or narrow pathways.
- **Restroom Facilities:** There is one Neighborhood Parks and one Community Park that don't have restrooms. No Parklettes or Special Use Parks have restrooms.
- **Picnic Areas:** Some larger, popular parks include a reservable or group picnic area and cook shelter. Most natural areas do not have a picnic area (Airport Park is the only Natural Area with picnic tables). However, almost all of the Neighborhood Parks have picnic tables, and three have picnic shelters. Only one parklette has picnic tables.
- **Sports Fields:** 11 of 13 softball, baseball, and T-ball fields are located in Joe Dancer Park. Joe Dancer Park also contains all 12 soccer fields in the system. All of the Joe Dancer Park fields are located within the floodplain. Topography along the floodplain creates barriers to future development such as permanent restrooms.
- **Sports Courts:** Basketball hoops are distributed throughout six parks, with only Thompson Park (a Neighborhood Park) sporting a court with two hoops. Two tennis courts and six pickleball courts are provided at City Park.
- **Small Parks:** Some smaller parks have aging amenities, and two lack amenities entirely. This is especially noticeable in southern and eastern McMinnville.
- **Natural Areas:** Natural areas have specialized needs that range from riparian corridor management, tree health, invasive vegetation management, soil compaction, erosion control, and public access management.



Senior Center

RECREATION PROGRAMS

McMinnville Parks and Recreation is a regional provider of recreation services with approximately 30% of participants coming from outside of the city (City of McMinnville participation data, 2022). The Department offers a wide array of year-round classes, sports, social services programs, and activities for people of all ages as shown in Table 2-2.

Like many cities in the United States, McMinnville faces challenges in the delivery of recreation services in a cost effective and efficient manner. It is normal for parks and recreation agencies to have strengths and weaknesses. In January 2020, the City completed a Facilities and Recreation Plan & Feasibility Study to analyze the condition of recreation facilities and programs in McMinnville. The following summarizes some of the key recreation program findings from the assessment:

Recreation Program Strengths:

- Gymnastics
- Youth sports and camps
- Aquatics (swim lessons)
- After school recreation activities
- Opportunities for older adults

Recreation Program Weaknesses:

- Cultural, visual and performing arts
- Outdoor recreation
- Education
- Opportunities for adults, families and teens
- Opportunities for individuals with disabilities and special needs

60+ programs/events

77,000 traditional recreation program participants in 2018-2019

TABLE 2-2: RECREATION PROGRAM SUMMARY

Program Area	Age				Season		
	Youth	Teens/Tweens	Adult	Older Adult	Winter	Spring/Summer	Fall
Water Fitness Classes			•	•	•	•	•
Silver & Fit/Silver Sneakers/Senior Fitness				•	•	•	•
Adult Fitness			•		•	•	•
Yoga				•	•	•	•
McMinnville Swim Club	•	•			•	•	•
Barracudas Lap Swim			•	•	•	•	•
Learn to Swim	•				•	•	•
Lifeguard Training		•	•		•		
Playschool, Pre-K, Toddler Programs	•				•	•	•
Summer Camps (29 offered)	•	•				•	
Gymnastics	•	•			•	•	•
Art		•		•	•	•	•
Theater						•	•
Soccer	•	•			•	•	•
Tee-ball	•					•	
Baseball/Softball	•	•	•			•	
Volleyball			•		•	•	
Basketball	•		•		•	•	•
Archery		•	•	•		•	
Pickleball		•	•	•	•	•	•
Ultimate Disc (Frisbee)		•	•			•	
Kayaking		•	•	•		•	
Music		•	•	•	•	•	•
Birdwatching			•	•		•	•
Technical Programs			•	•	•	•	•
Educational Classes/Lectures			•	•	•	•	•
Day Trips				•	•	•	•
Personal Support		•	•	•	•	•	•
Social Groups			•	•	•	•	•
Community Events	•	•	•	•	•	•	•

Source: McMinnville 2019 Recreation Program Guides
Note: Program cost and capacity/demand varies by season.

INDOOR RECREATION FACILITIES

The City of McMinnville’s park and recreation system also includes three indoor recreation facilities that provide a diverse range of recreation programs and services. Most of the Department’s indoor based recreation programming emanates out of one of these facilities.



The **COMMUNITY CENTER** provides a wide variety of programs, activities, events, and drop-in opportunities for all ages and abilities. Located within easy walking distance of McMinnville’s Historic Downtown District, the Center includes recreational facilities, meeting rooms, classrooms, and a performing arts auditorium. Recreational activities include basketball courts, pickleball courts, an indoor track, racquetball, and the Tiny Tots Indoor Playspace. The Center is also home to the Mac Makerspace, a collaborative project between the Parks and Recreation Department and the McMinnville Public Library with arts and crafts materials and 3-D building supplies.



The **AQUATIC CENTER** includes two indoor swimming pools and a Fitness Center. The Center is located adjacent to the historic downtown, City Park and the McMinnville Library. Recreational opportunities include drop-in opportunities, swimming lessons, water fitness classes, and specialty programs such as sensory friendly swim and kayak lessons.



The **SENIOR CENTER** serves the needs of McMinnville’s older population through recreational opportunities and human service programs such as social events, fitness classes, continuing education courses, and other special interest opportunities (e.g. cooking and art classes, games, etc.).



Senior Center



SYSTEMS OPERATIONS AND MAINTENANCE

Operations and maintenance are key to a safe, vibrant, clean, and sustainable parks and recreation system.

STAFFING

Leadership for McMinnville’s Parks and Recreation Department includes the Parks and Recreation Director, Recreation Sports Manager, Senior Center Supervisor, Community Center Manager, and Aquatic Center Manager. The Parks and Recreation Department is responsible for offering recreational opportunities and programs for residents, putting on several community events, park planning and managing recreation facilities.

Park Maintenance is housed within the Public Works Department. Public Works has an overall Director and an Operations Superintendent who oversees the Parks Maintenance Supervisor and staff. Core services of the Park Maintenance section includes maintenance of park facilities and amenities, turf/landscape, sports turf, trees, buildings, skate parks, and play equipment. Other core responsibilities include recreation program facility support, community event/volunteer support, and emergency response.

The Proposed 2022–2023 Budget includes 24.7 Full Time Equivalent (FTE) employees for Parks and Recreation and nine for Park Maintenance. The change in FTE’s for Parks and Recreation and Park Maintenance are shown in Figure 2–4, with an overall decrease in Parks and Recreation FTE’s from the 2021–2022 fiscal year. The budget notes for Parks and Recreation that “Staffing shortages continue to complicate some programs and could result in curtailed service levels.”

VOLUNTEERISM

In 2021, 500 people volunteered with Park Maintenance and 205 people volunteered with Parks and Recreation. These volunteer numbers were similar to 2020, but there was about a 40% decrease in volunteers during 2021.

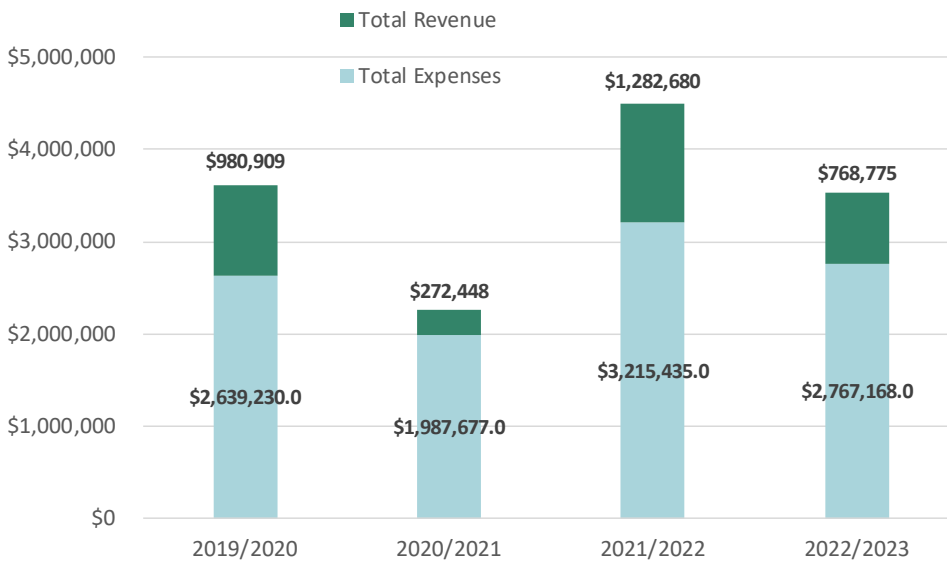
BUDGET

The Parks and Recreation budget comes in part from the General Fun (Figure 2-3). The department saw a large dip in actual revenue and expenses early in the COVID-19 pandemic (fiscal year 2020/2021). Since then, revenue has fluctuated between higher and lower than pre-pandemic levels, and expenses remain higher than pre-pandemic levels.

2023 adopted City Budget includes a Park Development Fund of \$2,348,041 as one of two funds within the Capital Projects Fund. The Parks and Recreation Director manages the Park Development Fund. The Park Maintenance budget comes from the General Fund and is \$1,481,894 for the 2022-2023 fiscal year. Expenses are expected to increase by 23% over the next fiscal year and more subtle increases have occurred over the past five years.

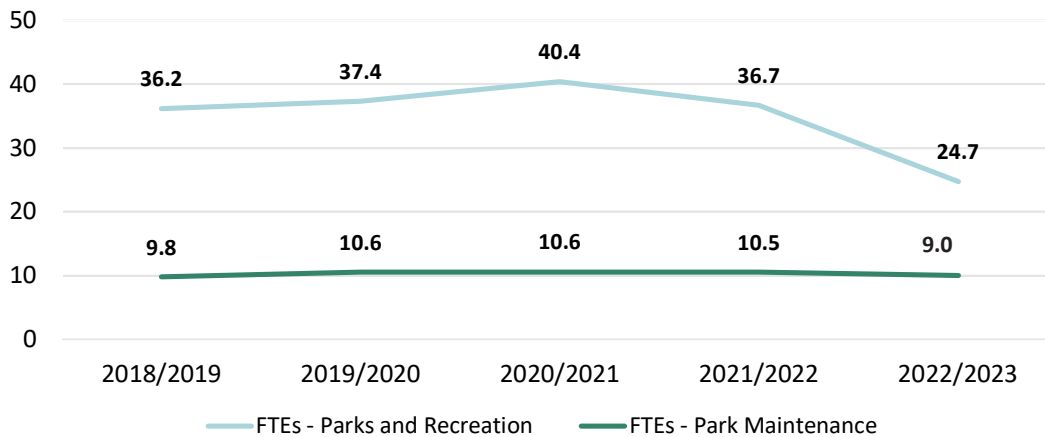
Outside of the General Fund, the 2022-

FIGURE 2-3: PARKS AND RECREATION DEPARTMENT BUDGET



Source: City of McMinnville Proposed 2022-2023 Budget

FIGURE 2-4: PARKS AND RECREATION EMPLOYEES, 2018/2019-2022/2023



Source: City of McMinnville Adopted 2021-2022 Budget

MAINTENANCE COMPARISONS

Maintaining parks and recreation facilities is a major financial responsibility for the City especially when considering the growing population and demands on the park system. While historic and current budget data are important to evaluate, maintenance resource information from other park systems provides a helpful comparison. In Winter 2022, the City gathered maintenance information from several comparable municipal park system providers in Oregon with a similar population and park system size. The following figures provide comparisons to McMinnville with these communities using park maintenance expenditures and employees provided by the respective cities.

Figure 2-3 provides a comparison of maintenance expenditures per park acre for McMinnville with comparable city park systems. In general, a higher cost per acre indicates greater resources to care for each acre of park land. For 2022-2023, the City of McMinnville budgeted \$1,481,894 to maintain 358 park acres.

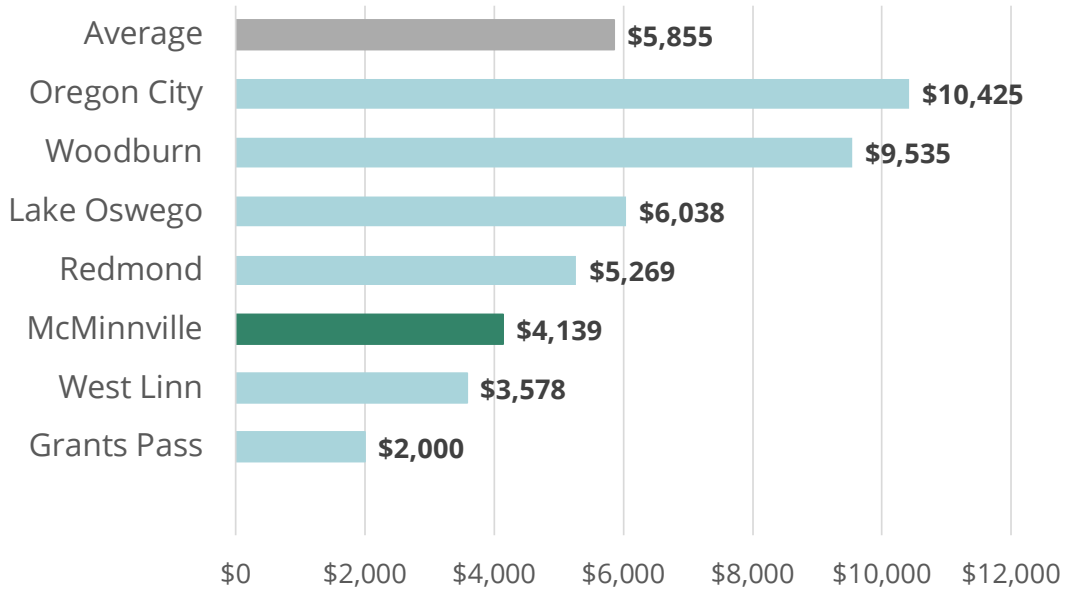
McMinnville operates with slightly less resources per acre than the average comparable park system.

The cost to maintain each acre in McMinnville is similar to West Linn which has a similar park size and budget, but only half as much as Woodburn and Oregon City. While Woodburn has fewer acres to maintain, Oregon City has more park acres and a larger budget.

Figure 2-4 shows a comparison of park acres per maintenance employee for McMinnville, with comparable community park systems. The ratio of acres to employee helps illustrate the overall workload needed by system for park maintenance. For 2022-2023, McMinnville has budgeted nine maintenance employees responsible for 358 acres of park land, for an average of 39.8 acres per employee. When compared to the other cities, McMinnville is above the average of 34.2 acres per employee.

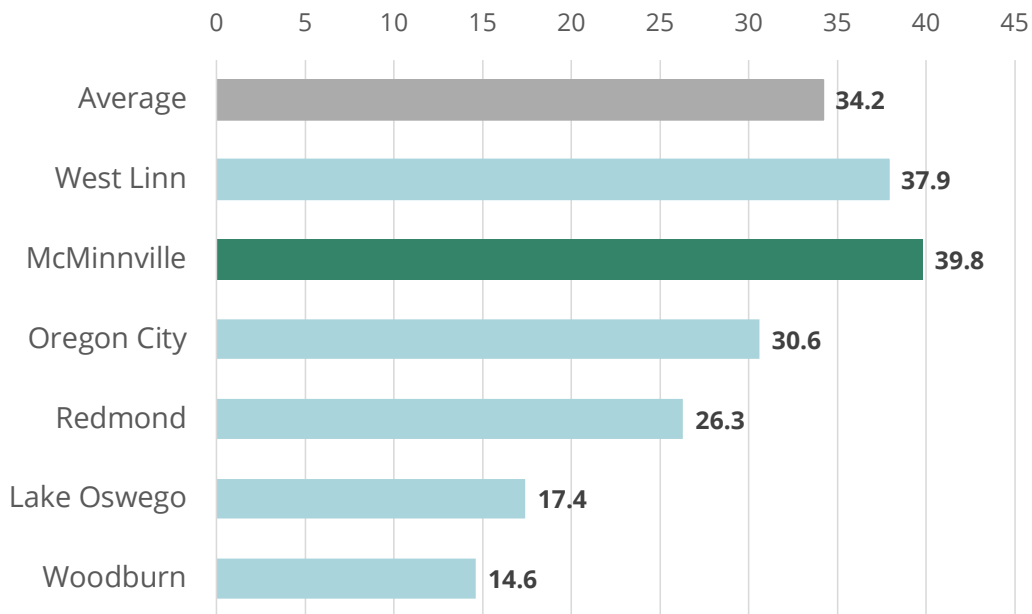


FIGURE 2-5: MAINTENANCE EXPENDITURES PER PARK ACRE BUDGET COMPARISON, 2022-2023



Source: City of McMinnville. All expenditures are from 2022-2023 adopted budgets. Budget information and park acreages provided by individual cities. Some cities, such as Grants Pass, have extensive open space in their park system which typically requires less intensive maintenance.

FIGURE 2-6: PARK ACRES PER MAINTENANCE EMPLOYEE COMPARISON, 2022-2023



Source: City of McMinnville. Park acreages and number of employees provided by individual cities. Some cities, such as Grants Pass, have extensive open space in their park system which typically requires less intensive maintenance.



**Above: West Hills
Neighborhood Park**



3

VISION, GOALS, AND OBJECTIVES

Driven by community needs and priorities identified from the planning process, this chapter builds off the 1999 Parks, Recreation, and Open Space Plan and presents the envisioned future direction of the parks and recreation system for the next 20 years. Existing goals and policies from the City of McMinnville’s Comprehensive Plan, MAC-TOWN 2032, and other plans and studies also informed the vision, goals, and objectives included in this Plan.

3 VISION, GOALS & OBJECTIVES

The PROS Plan provides a 20-year vision and guide for future projects, policies, and programs built on community values and needs.

COMMUNITY ENGAGEMENT SUMMARY

A variety of meetings, surveys, and outreach activities were conducted throughout the planning process to understand community needs and priorities. Appendices B and D provide more detailed results of the Plan’s outreach efforts.

- **Project Team Meetings:** City staff and the MIG consultant team (the Project Team) held ongoing meetings throughout the planning process to discuss planned activities and review draft materials and information. City departments included representatives from Parks and Recreation, Parks Maintenance, Public Works, Community Development, and Communications and Engagement.
- **Diversity, Equity, Inclusion Advisory Committee (DEIAC):** The City’s DEIAC is an advisory committee appointed by the City Council that is responsible for making policy recommendations to the City Council. In alignment with the City’s strategic plan, MacTown 2032, this committee also advises City staff on culturally responsive service delivery, programming, and communication strategies. The project team met with the DEIAC on August 11, 2022, May 11, 2023, and September 14, 2023. The first meeting was an opportunity to discuss challenges and opportunities of McMinnville’s PROS system through the lens of equity and inclusion, as well as discuss outreach ideas to reach McMinnville’s diverse population. At the second meeting, the DEIAC reviewed community outreach results and discussed key needs. At the third meeting the DEIAC discussed priorities for near and long-term projects.
- **Parks Tour:** On August 11, 2022, DEIAC, Planning Commission and City Councilors were invited to attend an informational tour of McMinnville’s parks system led by the City project team.
- **In-Depth Interviews:** In the summer and fall of 2022, the project team held eight one-on-one interviews with City staff, members of the DEIAC, and members of the community. The interviews were intended to help shape the public engagement plan and hear from diverse voices, including multi-lingual households.
- **Pop-Up Events:** During a resource



fair hosted by Unidos Bridging Community (nonprofit organization which advocates for Latino immigrant families) in February 2023 and the Día de los Niños event in April 2023, City staff hosted a Spanish language pop-up event to provide information about the plan, and to learn about how people currently use parks and recreation facilities, and ask what facility improvements are needed.

- **Focus Group:** On February 28, 2023, the project team held a meeting with various City of McMinnville partners, including Yamhill County, McMinnville School District, Visit McMinnville, McMinnville Downtown Association, Linfield University, and Chemeketa Community College.
- **Online Values and Needs Survey (Survey 1)*:** The City held an interactive, map-based online community survey that was open for seven weeks, from December 16, 2022 – February 5, 2023. During this time, 2,338 people responded. Respondents represented a variety of McMinnville residents, employees, students, and visitors of many demographics. Questions focused on values related to parks and recreation, how people use different parks, what improvements are needed, and recreation program participation.
- **Decision-Maker Meetings:** The project team met with City Council a total of seven times throughout the planning process, including one joint meeting with the McMinnville School District Board of Directors on March 22, 2023 and one joint meeting with the Planning Commission on September 20, 2023. The project team met with the Planning Commission individually an additional two times. The meetings gathered feedback on the various phases of the planning process, discussed opportunities and challenges, and answered questions.
- **Online Priority Projects Survey (Survey 2)*:** The City held a second interactive, map-based online community survey that was open from October 12, 2023 – November 19, 2023. During this time, 1,395 people responded. Respondents represented a variety of McMinnville residents, employees, students, and visitors of many demographics. Questions focused on identifying community priorities for Plan recommendations and projects.

*Both surveys were promoted through email blasts, yard signs in all parks, City newsletters, social media posts, door-to-door outreach, gift card drawings, polling at Saturday soccer days with 800 families, and giveaways such as \$2 bills and City tote bags.

VISION, GOALS & OBJECTIVES

The renewed **vision** builds on community aspirations from the 1999 PROS Plan that focused on a high quality of life, a strong community, environment, and economy.

The **goals** provide general direction to decision-makers and staff for implementing the vision and to ensure a consistent long-term direction. The Plan's seven goals were developed based on DEIAC, City leader, and community input, the Needs Assessment, and the 1999 PROS Plan.

The **objectives** guide system-wide administration and management of programs, activities, and actions to achieve the long-term goals. The objectives also clarify what the City expects for future improvements to the park system. Like the vision and goals, objectives are expected to be achieved over the next 20 years. However, there are several recommended objectives that are already ongoing and should continue as noted. These objectives also

directly support the City of McMinnville Comprehensive Plan. Objectives are organized into five categories and detailed throughout this chapter:

OBJECTIVES

A PARKS AND FACILITIES

B OPEN SPACES,
GREENWAYS, AND
TRAILS

C RECREATION
PROGRAMS AND
SERVICES

D MAINTENANCE AND
STEWARDSHIP

E MANAGEMENT AND
COLLABORATIVE
PARTNERSHIPS

VISION

INCLUSIVE - INTERCONNECTED - VIBRANT - SAFE - WELCOMING

McMinnville, parks and recreation define our incredible city by bringing the community together through an inclusive and interconnected system. From natural areas, vibrant public spaces, and variety of parks, events, and programs, our community enjoys a high quality of life that is safe and welcoming for everyone.

Together, these opportunities provide for lifelong learning and fun for all ages, healthy lifestyles and natural habitats, and community cohesion, while also supporting our local economy, and unique heritage and culture. McMinnville's parks and recreation system is equitable for everyone in every neighborhood, and we are committed to stewarding these places and opportunities for future generations.

GOALS

The City of McMinnville strives to achieve this vision through the following goals for parks, recreation, and open spaces.

- 1 ENSURE EQUITABLE PARK ACCESS**
Ensure equitable park access by striving for universal design in parks and facilities, enabling year-round outdoor recreation, and providing parks within a 10-minute walking distance of all residents.
- 2 SUPPORT COMMUNITY COHESION**
Provide opportunities and events for social gatherings, empower residents in decision-making, and build long-term support for the system by strengthening partnerships.
- 3 PROVIDE A WELCOMING SYSTEM**
Support projects, policies, and programs that reflect McMinnville's different cultures and ethnicities, age groups, incomes, abilities, and backgrounds.
- 4 PROVIDE SAFE AND CLEAN PARKS**
Provide safe and clean parks through regular maintenance of public spaces and amenities, replacement or repair of aging facilities, increased maintenance capacity as new parks and facilities are added, and a collaborative approach to addressing unsafe activities and behavior.
- 5 SUPPORT DIVERSE RECREATION OPPORTUNITIES**
Provide a diverse range of opportunities at different scales and in different locations throughout the park system.
- 6 CELEBRATE AND PRESERVE NATURE**
Protect natural resources, wildlife habitats, and tree canopy while fostering environmental stewardship and expanded water access, educational opportunities, and ways to experience nature.
- 7 INCREASE OFF-STREET TRAIL CONNECTIONS**
Integrate off-street trail connections for non-motorized transportation and recreation, while creating better linkages between parks, neighborhoods, and community destinations.



A

PARKS AND FACILITIES

A.1 Equitably distribute park and recreation facilities.

Strive to ensure that all neighborhoods are within a 10-minute walk/bike distance (¼-mile to ½-mile) to a park and recreation area through the recommended level of services, and recommendations in the Plan. Prioritize future parks and recreation facilities in underserved areas with the greatest need. Use outcomes of the park equity and access mapping analysis to prioritize improvements in underserved areas of McMinnville.

A.2 Maintain current parkland level of service standards as one of several ways to meet parkland needs.

Strive to exceed a total minimum ratio of 10.3 acres of parkland per 1,000 residents. This minimum ratio should serve as one of multiple benchmarks to measure needs when combined with other factors including park quantity, quality, and access.

**See page 64 for how current and recommended conditions compare to these standards.*

A.3 Apply updated facility guidelines.

Continue to provide a variety of recreation facilities based on national benchmarks (National Recreation and Park Association metrics) of comparable park systems as a guideline. As guidelines, these ratios should continue to be monitored and adjusted to account for changing recreation trends and community growth.

- a. Basketball courts – full court (1 per 7,117 residents)
- b. Rectangular fields (1 per 4,947 residents)
- c. Tennis courts – outdoor (1 per 5,815 residents)
- d. Pickleball courts – outdoor (1 per 9,257 residents)
- e. Diamond (baseball/softball) fields (1 per 5,033 residents)
- f. Multiuse (tennis, pickleball, and basketball) courts (1 per 14,800 residents)

**See page 83 for how current and recommended conditions compare to these standards.*



Hidden Creek Park West,
Hillsboro Oregon

A.4 Design and monitor parks and facilities for safety.

Apply a range of design and management strategies to create safer and more welcoming parks and recreation facilities. This includes designing to ensure surveillance and clear sight lines into the site from surrounding uses to help reduce crime, vandalism, inappropriate activities, and address personal safety concerns. Provide lighting and video surveillance where appropriate. Allocate adequate security/park ranger resources to monitor activities, deter crime, and support safety in parks and open spaces for all users.

A.5 Prioritize park accessibility improvements and design.

Complete an ADA assessment and/or transition plan to identify required upgrades in accordance with the Americans with Disabilities Act. Apply accessible design best practices to new parks and facilities that at a minimum meet and/or strive to exceed ADA standards and include sensory elements.

A.6 Develop interactive, unique play areas across the park system.

Incorporate barrier-free and universal play areas, water play and nature play. If a park is located near another play area, consider further investments in existing play infrastructure at the adjacent site rather than duplicating the same style and design.

A.7 Create unique parks and memorable and engaging spaces.

Emphasize park design, site character, identity, and sense of place through the use of art, colors, plantings, natural elements and topography. Incorporate natural, cultural, and historical elements and interpretive/ educational features to convey the regional, local, or site-specific context.

A.8 Design parks with consideration for sustainability, water quality, water conservation, flood impact mitigation, and wildfire resiliency.

All new recreation facilities should be designed and constructed using green design and sustainable development practices. New facilities should be designed for energy efficiency, climate/natural disaster resiliency, water conservation, water quality improvements, and to minimize impacts to the natural environment.



Nadaka Park,
Gresham Oregon

A.9 Add a greater variety of facilities within existing parks.

Community gardens, natural play areas, all-abilities playgrounds, off-leash dog areas, a new skate park with accessible features, multi-use courts, all-weather/year-round facilities (turf fields, covered courts and play areas, etc.), and other recreational facilities are all needed in McMinnville. Several existing parks have capacity to either replace or add these facility types. Consider prioritizing adding needed facilities and amenities to existing parks prior to developing new sites.

A.10 Strategically increase permanent restrooms to enhance visitor comfort and park use.

Strive to provide safe and well-maintained permanent restrooms in community and at trailheads, prioritizing parks with the highest use and need. Only provide restrooms in neighborhood parks if deemed necessary by park use and design. Utilize permanent restroom models that support safety and accessibility.

A.11 Provide updated, comprehensive signage to direct users to parks and provide information and interpretation within parks and facilities.

Convey history and culture through art and interpretive installations. Include interpretive elements about local history, fish, wildlife, native plants, conservation, and indigenous people. The signage and wayfinding system should be based on a thoughtful and easy-to-understand design that utilizes inclusive interpretive design and adheres to a common design and branding theme that is consistent across all park and recreation providers (City, State, Federal). Consider providing QR codes on signage to allow for additional information, reduced signage sizes, and language translations.



Beacon Mountain,
Seattle Washington



A.12 Continue pursuing a new community recreation and aquatic center.

As recommended in the Parks, Recreation & Library Buildings Plan (2021), determine the possible role of any partners in the operations of the aquatic/recreation center or the provision of programs and services in the facility. Determine possible reuse options (or demolition) for the existing Aquatic Center and Community Center buildings. Due to the Aquatic Center’s current location within a park, intentionally redesign the area as the gateway to 3rd street and along the main highway through town. Plan to take these structures off-line as recreation facilities as soon as the new aquatic/recreation center opens and remove them from the Parks and Recreation budget. Utilize indoor recreation facilities that are flexible and multi-use to support year-round physical and mental health and reduce social isolation. Ensure capacity, open hours, and accessibility are strategically maximized.

A.13 Evaluate senior center expansion feasibility.

As recommended in the Parks, Recreation & Library Buildings Plan (2021), complete a planning study for the expansion of the Senior Center. Confirm amenities and their sizing for the facility to develop a concept plan for the expansion.





B OPEN SPACES, GREENWAYS, AND TRAILS

B.1 Acquire new natural areas and protected open space.

Acquire open space lands with the goal of protecting unique environments and providing low impact recreation opportunities such as hiking, picnicking, and wildlife viewing.

B.2 Connect to the South Yamhill River.

Pursue phased implementation of Transportation System Plan projects that connect McMinnville's trail network to the South Yamhill River and its tributaries such as Cozine Creek and Baker Creek to increase access to water, nature, and wildlife viewing opportunities. Acquire, develop, and/or activate strategic areas along the river and creeks within existing parks or as part of future park or natural area opportunities to provide community water access.

B.3 Prioritize access to nature and preservation of natural resources.

Provide opportunities for residents and visitors to connect with nature via new or improved access to natural areas.

Create or preserve meadow habitat in natural areas or transition spaces between developed and natural areas (habitat friendly native grasses and herbaceous perennials/annuals/bulbs that require minimal mowing/pruning and weed management). Reveal and enhance nature and natural processes using native plants and by using stormwater management as a functional and aesthetic park feature.

B.4 Incorporate habitat and nature in McMinnville's developed parks.

Promote site-appropriate habitat and nature in parks by planting more large canopy trees and clusters of trees, adding more understory plantings and richer planting palettes, replacing of turf with ecolawn, and adding rain gardens and green stormwater infrastructure. Reestablish Camas and other traditional/native prairie plants and edible flora. Also focus on creating year-round pollinator friendly environments with clustered native flowering plants such as Vine Maple, Lupine, and the



Tall Oregon Grape (the Oregon state flower). Attracting bees, butterflies, hummingbirds, and other pollinators is essential for local food production and overall ecosystem health.

B.5 Integrate site-specific flood mitigation measures into site design.

Parks in flood zones, such as Joe Dancer Park, should be managed and designed to work with natural systems. Where feasible, these measures (such as berms and detention ponds) should be wide enough to maximize mitigation potential and be designed to include changes in topography to slow water, while also designed for passive recreation and non-motorized connections. Where possible, impervious surfaces should be minimized to reduce additional runoff, while choosing landscaping that will help absorb runoff and associated pollutants.

B.6 Improve community walkability and bikeability.

Continue to provide and expand an interconnected, accessible pedestrian and bicycle system that safely links McMinnville’s parks and open spaces to other parts of the city including neighborhoods, commercial areas,

downtown, schools, and regional trail systems.

B.7 Pursue natural surface trails in parks and natural areas.

A system of natural surface trails should be provided to offer single and multi-use trail access in parks and natural areas. New trails should be considered on a case-by-case basis where there is public access and include accessible options as part of the connected trail network.

B.8 Implement the City’s Transportation System Plan (TSP) to provide safe and direct connections for pedestrians and bicyclists.

Acquire and develop segments of off-street trails as envisioned in this Plan and continue to prioritize completion of the pedestrian and bicycle network identified in the City’s current TSP and future TSP updates. Develop safe crossings and attractive trail entries and trailheads at connecting parks, with signage marking trail distance to community destinations. Continue collaborating with other agencies and the public to prioritize user safety of the trail system through planning, design, maintenance, and enforcement.





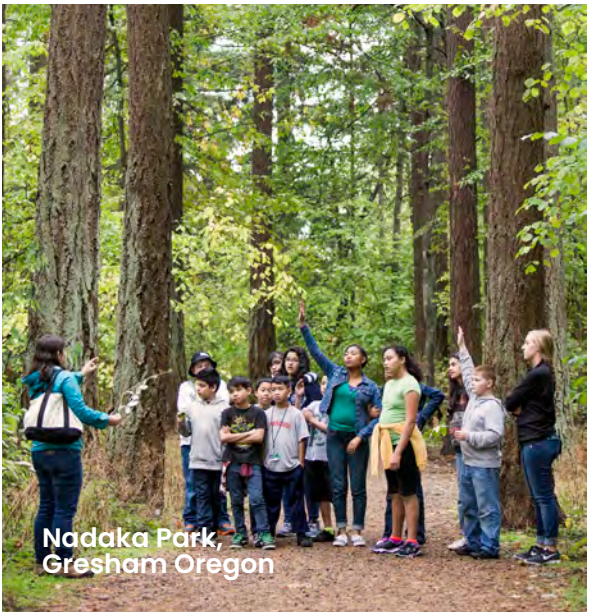
RECREATION PROGRAMS AND SERVICES

C.1 Increase recreational programs and events in parks and facilities.

Continue to provide a full range of fundamental recreation programs provided by the City and other partners. Seek opportunities to expand and diversify existing programs and emphasize new programs. Consider existing demand when expanding program offerings and capacity. Focus recreation options in the following program areas: aquatics, adult fitness, sports, and wellness classes, community events, arts and culture, and opportunities and programs for youth, children, and young adults and teens. Consider the following:

- a. Recruit non-profits, partners, or individual recreation providers to offer free or fee-based activities in parks. Establish a user agreement with guidelines on park or facility costs and use.
- b. Establish a competitive recreation grant fund and process to fund programs and community events provided by other partner providers

and non-profits or individuals in City parks and facilities. Develop criteria for award selection and distribution identifying target programs (e.g., community, neighborhood and family activities, teen and adult programs, multi-cultural and Latino activities, events, or programs) and target audiences (youth, teens, seniors, low-income persons, people with disabilities and/or underserved populations).





C.2 Program parks and facilities to encourage use, activity, and safer spaces.

Program parks to generate activity at different times of the day, during the evening, and on weekends:

- a. Offer programming at underused parks or spaces that will encourage more widespread use of parks and increase use.
- b. Locate programmed activities along site edges, entrances or along a main pedestrian path to promote community access and visibility.
- c. Ensure that programmed activities take place from early morning to evening all times of day, and days of the week to ensure working families and individuals can have access to activities.
- d. Increase outreach and marketing to expand community awareness of park programming opportunities and events. Market programs through a variety of platforms and methods to encourage community-wide visibility.

C.3 Explore pilot programs to encourage recreation participation.

Provide pilot programs to attract people to parks, create a volunteer program, and test viability of new and emerging classes, recreation programs and events. This experimental approach may not always result in viable programs but will allow the system to evolve over time and respond to changing community preferences and needs. Continue to track trends on a regional and national basis to determine possible pilot programs.

C.4 Explore a variety of parks and open streets events at different scales.

Continue to partner with the McMinnville Downtown Association and others to create, market, and staff a pop-up park and additional open street events with food, music, games, and other activities like the UFO Festival. Include interactive outreach activities at community events to learn more about needs in the area and perceived barriers to recreation options and park use.



C.5 Recruit local businesses, entrepreneurs, and private industry partners to increase variety and expand program offerings.

Partner with non-profit groups such as Unidos, or higher education providers such as Chemeketa Community College and Linfield University to offer culinary arts courses, business management and operations programs, and other similar opportunities while supporting small businesses and job recruitment.

C.6 Promote events to increase community cohesion and inclusion.

Continue to sponsor or facilitate community-wide activities and events that promote interaction among people of different generations, cultures, and abilities like the citywide Summer Fun activities. Coordinate community partners to provide and facilitate opportunities for recreation programs and sites. Enhance programs, activities and events for multi-generational families, teens/young people, and multi-cultural residents. Provide recreation materials in both English and Spanish. Consider establishing an annual marketing plan and hiring a Marketing Coordinator.

C.7 Identify opportunities for arts and culture programming.

Support local arts and culture in McMinnville by teaming with area partners including Visit McMinnville, Yamhill Valley Heritage Center, and others, as well as local galleries and artists. Include interpretation of the local and regional heritage, tribal traditions, and natural, cultural, and historical resources.

C.8 Facilitate events to promote regional tourism.

Work with partners to provide community and regional-scale events and revenue-generating activities in public spaces in and around downtown, such as in City Park, to support tourism and associated benefits for local restaurants, galleries, and businesses. Avoid larger-scale events and tournaments that are not supported by sufficient infrastructure, maintenance and staffing to address site impacts and direct needed resources to core park and recreation services.



C.9 Add games (temporary or permanent) to increase activity at parks and encourage social interaction. This could include bocce ball, futsal, shuffleboard, 9 square, ga-ga ball, bocce ball or similar activity. Invest in more mobile recreation equipment and pop-up activities and games that can be used in different parks, then stored and secured when not in use.

C.10 Establish an adequate programming operations budget. As recommended in the Parks, Recreation & Library Buildings Plan (2021), establish an adequate operations budget for one facility and the indoor programming there, to support growth in programs and services. Apply this same model to youth and team sports, the Senior Center programming as well as new/free community programs. This is estimated to be an additional \$25,000 to \$35,000 per year across most program accounts with an additional \$25,000 to \$30,000 in revenue.

C.11 Monitor and adjust recreation staffing levels based on participation levels and program offerings. When combined with other staffing strategies outlined in this chapter,

the City should ensure that non-City providers provide staffing to offset City staffing needs. The City should consider additional City programming staff based on cost recovery goals of program offerings and the recommended operations budget for indoor programming (Objective C.10).





D

MAINTENANCE AND STEWARDSHIP

D.1 Increase park and facility maintenance staffing numbers.

Reduce the ratio of maintained acres to 32.5 acres per FTE. Maintenance staff are responsible for carrying out routine and ongoing maintenance across the park system and for groundskeeping, as well as responding to unplanned requests or special projects. Maintenance is a top priority and will provide needed resources to respond to increasing park impacts related to trash pick-up, mowing, vandalism, and other needs.

D.2 Budget at least \$5,000 per acre per year for the maintenance of developed park acreage.

The City should establish a minimum threshold for park maintenance services at \$5,000 for each developed acre; an increase of approximately 21% from the current average. After several years, the actual cost should be re-evaluated to account for inflation and to ensure sufficient maintenance of existing parks and new parks. This figure is exclusive of major capital renovation and repairs. The City should adjust this minimum

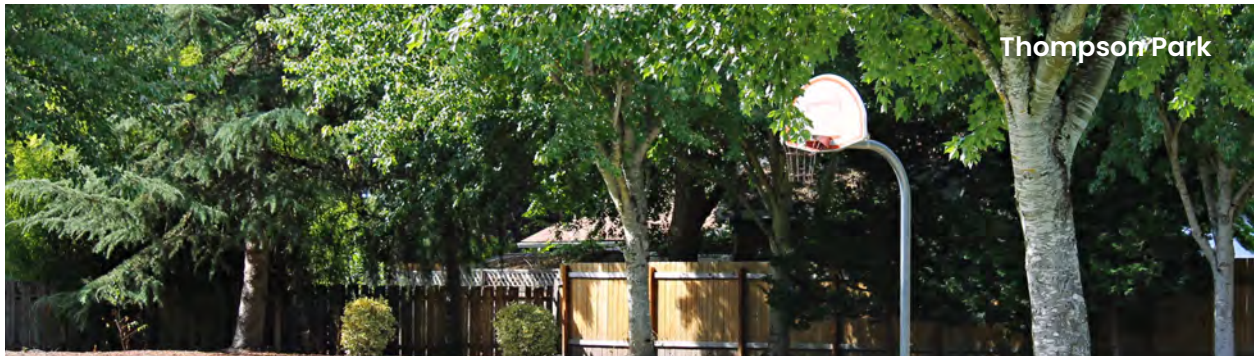
threshold periodically to account for inflation.

D.3 Design parks to create transitional zones between manicured areas and natural areas such as forests and wetlands.

Create transition areas between developed and natural areas to promote parks and open spaces as an extension of natural systems. Use transition plantings such as habitat friendly native plants and understory vegetation to soften edge zones, reduce maintenance demand, promote natural processes, and enhance habitat value.

D.4 Develop a capital improvement program, which specifies a six-year schedule for acquisition and development of park and recreation lands.

Create and update a formal capital improvement plan that is adopted as part of the city's budget process. This will increase transparency on project priorities with the public and ensure alignment with financial resources.



D.5 Employ a tiered maintenance system based on park type.

Develop a tiered maintenance system based on the needs and characteristics of specific parks. The four-tiered system should be applied to existing parks and facilities to determine maintenance level of service and to ensure adequate resources and future budgeting.

a. **Basic:** Most natural areas and underdeveloped parks should receive a basic level of maintenance. The basic level of maintenance includes routine monitoring, inspection and care of recreation facilities, natural areas, and landscaping. At a basic level of maintenance, the City provides routine maintenance for health and safety, but no specialized care for asset protection. A sub-category for undeveloped land is part of this maintenance type and would include limited responsibilities, except for emergency needs.

b. **Standard:** More heavily or frequently-used sites require a higher standard of maintenance. These sites receive the types of maintenance provided at “basic” maintenance sites on a more frequent basis.

c. **Enhanced:** Enhanced maintenance is needed at sites that include specialized assets and are highly visible and heavily used. These sites are maintained at the highest level and receive priority during peak use times.

D.6 Provide periodic updates to the maintenance asset management tool.

The City’s asset management software tool should be periodically updated to re-evaluate costs, track the life cycle of park assets and implement an annual replacement schedule. This should include a range of routine and ongoing maintenance responsibilities including mowing, trash pick-up, turf and irrigation repair, restroom sanitation, vandalism remediation as well as longer-term or periodic tasks such as trail/pathway resurfacing and equipment replacement. Dedicate a capital repair and replacement reserve fund to reinvest in aging facilities over their lifespan.

D.7 Apply best practices in sustainable maintenance and operations.

Incorporate sustainable park and facility maintenance practices to reduce waste, conserve water, promote energy efficiency, and mitigate potential environmental issues (including invasive species. Examples include performing regular energy audits, promoting recycling, and regular training of maintenance staff on current best practices in sustainable management. Materials appropriate to the local climate should be required in equipment purchases.



E

MANAGEMENT AND COLLABORATIVE PARTNERSHIPS

E.1 Create a parks and recreation advisory committee.

Form a city-wide advisory committee to provide guidance on proposals and topics related to the park and recreation system to the City Council.

E.2 Promote diversity, equity and inclusion in McMinnville parks and recreation.

Continue to collaborate with other departments and organizations to improve diversity, equity and inclusion in parks and recreation. Convene regular meetings with the proposed parks and recreation advisory committee, the Diversity, Equity, Inclusion Advisory Committee (DEIAC), community leaders and community-based organizations to improve outreach efforts and organizational cultural competency.

E.3 Continue partnership with McMinnville School District.

Continue to maintain a cooperative relationship with the McMinnville School District regarding the development, use,

and operation of school facilities and parks located adjacent or near schools. Regularly coordinate and collaborate on areas of common interest and ensure both organization’s values, needs and capacity are considered through planning and decision making. Improve communications with the McMinnville School District, with the City acting as a liaison with private and non-profit recreation organizations.

E.4 Update and formalize facility use agreements.

Regularly revisit agreements with institutional or long-term users such as the McMinnville School District, Linfield University, Soil and Water, Watershed Council, club sports, and others for facility use. Discuss potential programming arrangements to maximize recreational options for the community.



E.5 Employ equitable and inclusive place naming practices.

Conduct intentional outreach to ensure the names of future parks and facilities promote community values, cultural diversity, and a sense of belonging for all community members.

E.6 Improve communication with all residents and highlight success.

Communicate progress made to achieve community recreation priorities and provide pathways for additional community feedback on future programming and development. Promote PROS Plan goals through a variety of media, including utility bills, events, press releases, email, and social media. Continue to reach out to the Hispanic/Latino community through contacts and processes identified in this planning process, using tools such as Facebook and culturally specific messages to increase involvement. Improving communication and demonstrating successes will help increase partner involvement and voter support for future funding measures. Establish being bilingual as an important hiring criterion and actively recruit staff that speaks fluent Spanish for front line staffing positions.

E.7 Continue expanding partnerships in downtown McMinnville.

Ensure that parks (especially City Park) and recreation are a central ingredient in strengthening the downtown. Continue working with the McMinnville Downtown Association, McMinnville Area Chamber of Commerce, private partners, and other groups to discuss opportunities for activating downtown through open street events, programs and events of all sizes, and renewed parks and facilities in and around downtown.

E.8 Expand volunteer programs.

Continue to leverage volunteer opportunities in McMinnville and expand, formalize and coordinate volunteer recruitment along with new pilot recreation programs, park clean ups, events, and activities. Develop a volunteer credit program to encourage volunteerism and recreation participation. Work with Linfield University to develop a student volunteer program to support recreation programs and community events. Budget for a volunteer coordinator to manage/improve volunteer programs, oversight, relationships and communications with partners, volunteers, and City staff.



Above: Rotary Nature Preserve



4

OPPORTUNITIES

McMinnville residents believe strongly that parks, the trail network, and variety of facilities and programs are important to their quality of life. Despite this, there are unmet needs in the park system. This chapter presents the findings from the community engagement process and technical analyses used to assess community needs for parks and recreation and identify opportunities for future improvements.

4 OPPORTUNITIES

McMinnville’s PROS Plan is rooted in equity and intended to reflect the current and projected needs of the community.

ENGAGEMENT COMMON THEMES

Across all activities, there were several common engagement themes that emerged and informed opportunities for McMinnville’s PROS system.

- **Parks and recreation provide a high quality of life:** According to the survey results, nearly all respondents feel that parks are important and most (70%) visit parks regularly. Results from other outreach activities also highlighted the importance of parks and recreation in McMinnville.
- **Safe parks and public spaces:** Feeling safe in parks and recreation activities was a top priority across community outreach activities. The top concerns reflect national issues relating to the presence and/or perceptions of homelessness, drug activity, and mental illness in and around parks and public spaces.
- **Improving Accessibility:** Many parks have ADA accessibility issues and physical barriers to access park features for people with disabilities and missing or narrow pathways. Meeting ADA standards does not remove all barriers and should be

considered a minimum that may not meet the City’s equity and inclusion goals. Responses from outreach activities identified a lack of opportunities for older youth and children with special needs.

- **Improved City outreach and communications:** Responses noted a need to improve information sharing about what the City offers the community.
- **Addressing aging parks and facilities:** Outreach results indicated a desire for improvements to aging parks and facilities. In particular, some play equipment is aging and, if it doesn’t already, will likely need replacement within the next 5-10 years.
- **Improving equity in program offerings:** Overall, respondents expressed a need for more community-wide activities to allow diverse members of the community to interact and feel connected. Some comments suggested that there are currently limited opportunities for people who speak a language other than English, or events or programs catered to a diversity of cultures in McMinnville.

- Greater variety of activities, especially in older neighborhoods:** There is some concern that new housing and growth areas will continue to get new, higher quality parks and facilities while established neighborhoods will not receive the same level of investment at existing parks. High school focus group students expressed a need for more than just “grass and concrete”, with more outdoor activities (facilities) for teens and more access to nature.
- Connecting to nature:** Across all outreach activities, respondents expressed a desire to prioritize access to natural areas and preserve wildlife habitat, tree canopy, and the natural environment. There is no formal public river or creek access in the system, yet there is potential in some existing parks for access.
- Improved bike and pedestrian connections to parks and recreation facilities:** Connections throughout the city and to parks and recreation facilities is a key need, including trails, sidewalks, bike facilities, and access points. Respondents to the survey indicated that existing trails are popular, and many use these facilities for recreation as well as transportation.

FIGURE 4-1: COMMUNITY VOICES, SURVEY 2





PARK LAND NEEDS

To assess park land needs, the project team addressed park equity and access based on findings from community outreach, as well as mapping of existing parks and recreation areas and different demographic data within the city.

PARKLAND LEVEL OF SERVICE

As a minimum numeric based measurement, the existing level of service for parks is a measurement of developed park acreage per total population. It is expressed as a ratio of acres to 1,000 residents. The 1999 PROS Plan established level of service goals based on guidelines from the National Recreation and Park Association (NRPA). Since then, NRPA has recommended shifting away from guidelines related to numeric based standards for community park systems and has more recently recommended using a variety of indicators to influence needed parks and facilities. In particular, the cost to build, maintain and operate any new park or facility is one of the most critical factors that influences how much the city is able to take on in addition to existing resource needs.

As a minimum, the existing parkland

level of service should serve as a benchmark to measure needs when combined with other factors including park quantity, quality, and access. McMinnville currently provides a total of 10.3 acres of park land and open space per 1,000 residents based on 2021 population estimates (Table 4-1). When applying the 20-year population estimate to the current park acreage, the future parkland level of service would be 7.5 acres per 1,000 residents with no new park development, a difference of approximately 134 acres.

Growth Management Plan and Future Growth Areas

The City's Growth Management and Urbanization Plan (MGMUP) used some assumptions from the PROS Plan but used a different population estimate for a UGB designed to accommodate a population of 44,055 residents by 2023. That growth rate was not realized and land use planning is now based on different population forecasts according to state law, with adoption to occur by the end of 2023.

Table 4-2 shows the potential assignments of park land need per study area based on the MGMUP.

TABLE 4-1: CITY OF MCMINNVILLE CURRENT & FUTURE PARK LAND LEVEL OF SERVICE COMPARISON (2021 AND 2041)

Park or Facility Type	Acres	2021 Population Parkland LOS (acres/1,000)	2041 Population Parkland LOS (acres/1,000)
Neighborhood Parks	16.9	0.5	0.4
Parklettes	2.3	0.1	0.0
Community Parks	163.7	4.7	3.4
Special Use Parks	3.6	0.1	0.1
Linear/Trail Parks	43.8	1.2	0.9
Natural Areas	123.4	3.6	2.6
Undeveloped	4.2	0.1	0.1
Total	358	10.3	7.5

Source: City of McMinnville; 2021 Population Estimate (Census); 2041 Population Estimate (McMinnville Housing Needs Assessment, 2019; Population Research Center, PSU, 2017)

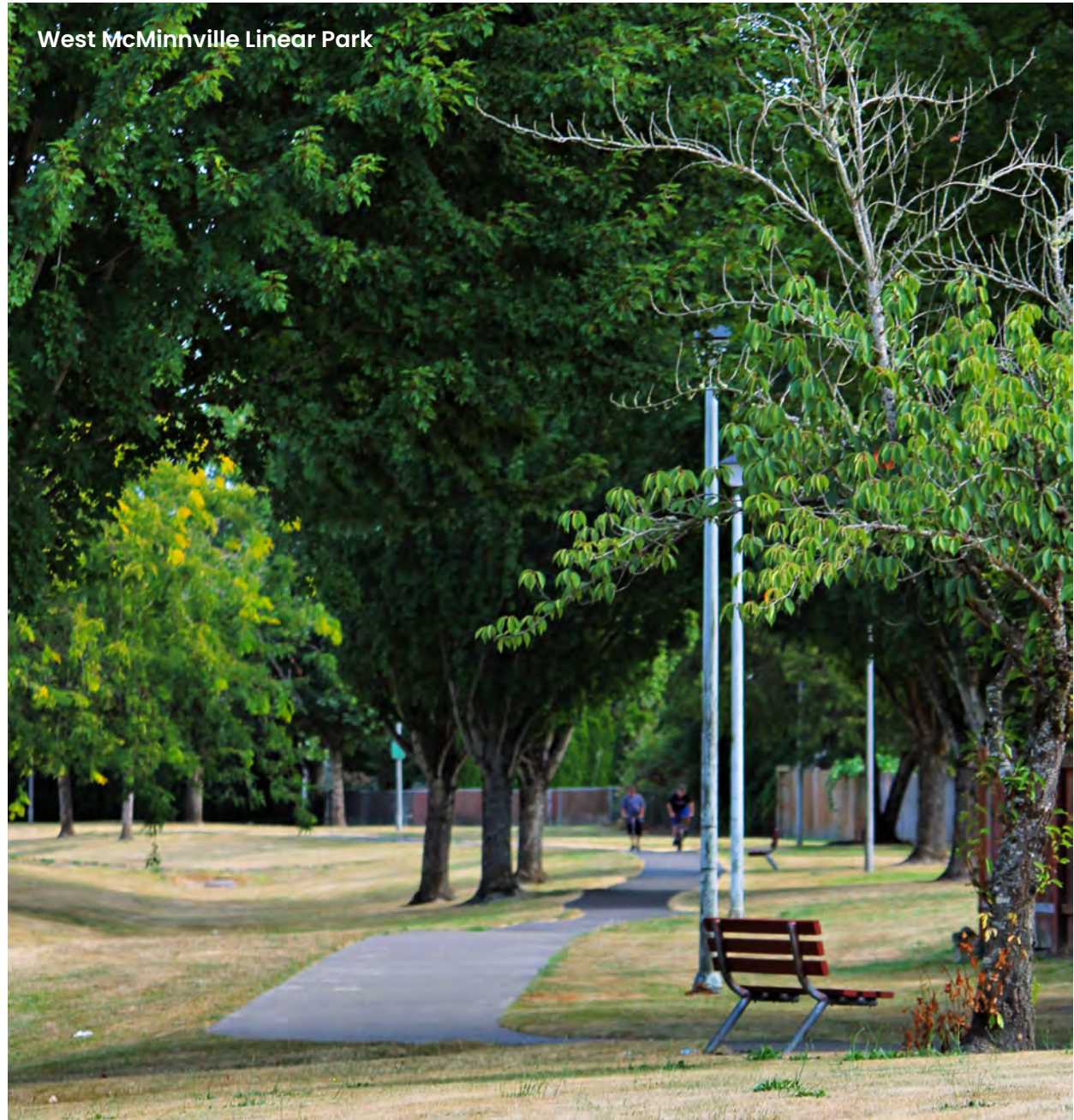
TABLE 4-2: GROWING MCMINNVILLE MINDFULLY; MCMINNVILLE GROWTH MANAGEMENT AND URBANIZATION PLAN PARK LAND NEEDS

Park Type	Planning Area					
	Southwest	Fox Ridge Road	Riverside South	Redmond Hill Road	Booth Bend Road	Riverside North
Neighborhood Parks	•	•	•		•	
Community Parks	•	•				
Greenways/ Natural Areas	•	•	•	•		•

Source: City of McMinnville Growing McMinnville Mindfully; McMinnville Growth Management and Urbanization Plan, 2003 – 2023, “Findings”, and Growth Management and Urbanization Plan, 2003-2023.

PARK ACCESS GAPS

Park distribution and access is another important way to measure park land need. To ensure equitable park access, the project team analyzed park access within a ¼-mile and ½-mile distance from park access points. This is roughly the equivalent of a 10-minute walk. The analysis also addressed unique demographic and socio-economic information within the park service area gaps.



West McMinnville Linear Park

WHY IS EQUITABLE PARK ACCESS IMPORTANT?



Parks promote healthy, connected, & resilient communities.



Parks increase physical activity, reducing the risk of chronic diseases, obesity, and cancer.



Parks improve mental well-being and productivity by reducing stress, anxiety, and depression.



Parks encourage community connectivity by decreasing social isolation and the associated risks of dementia, heart disease, and stroke.



Parks reduce crime rates and encourage community safety, trust, and capacity.

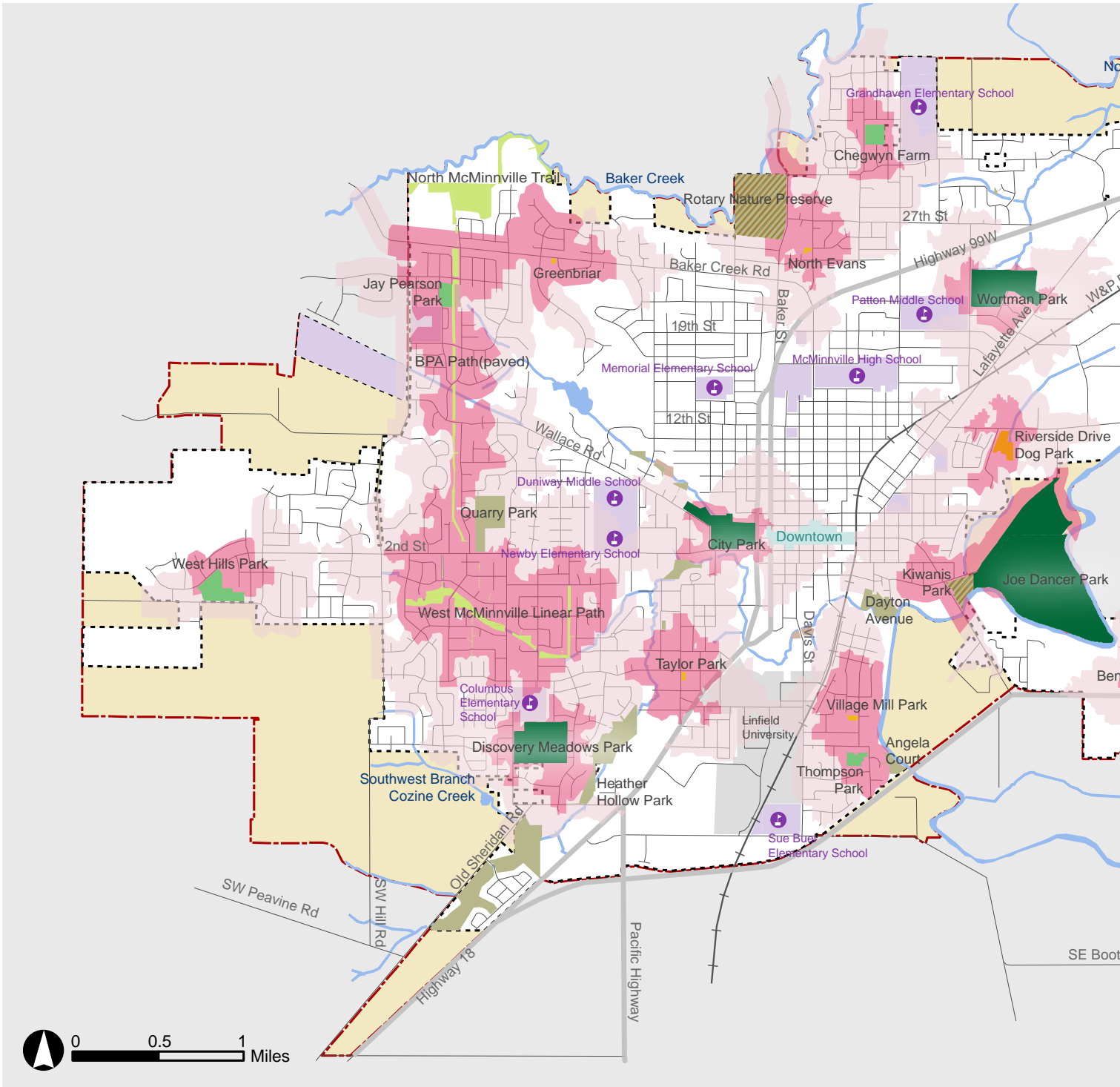


Parks improve environmental health and climate resilience by providing cleaner air and water, reducing urban heat, and protecting against natural hazards and disasters.



Parks promote economic activity, a high quality of life, and place-based tourism.

Source: MIG, The Health Benefits of Parks and Their Economic Impacts (Urban Institute)



Park and Recreation Facilities

- Community Parks
- Neighborhood Parks
- Linear/Trail Parks
- Developed Natural Areas
- Undeveloped Natural Areas
- Parklettes
- Special Use Parks
- Undeveloped Parks

Developed Parks Service Area

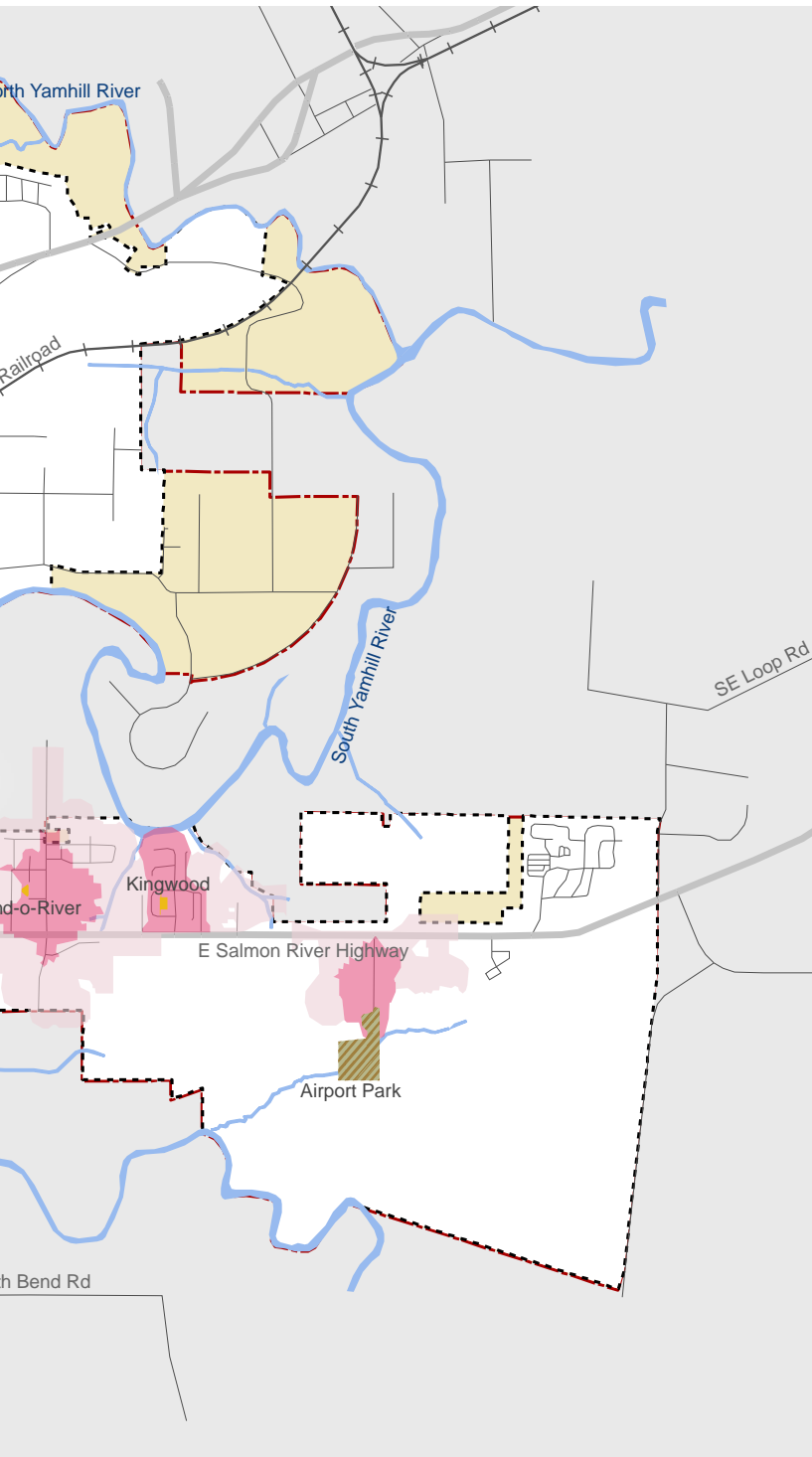
- 1/4 Mile Walk
- 1/2 Mile Walk

Base






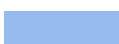


-
-
-

MAP 4-1

DEVELOPED PARKS SERVICE AREA

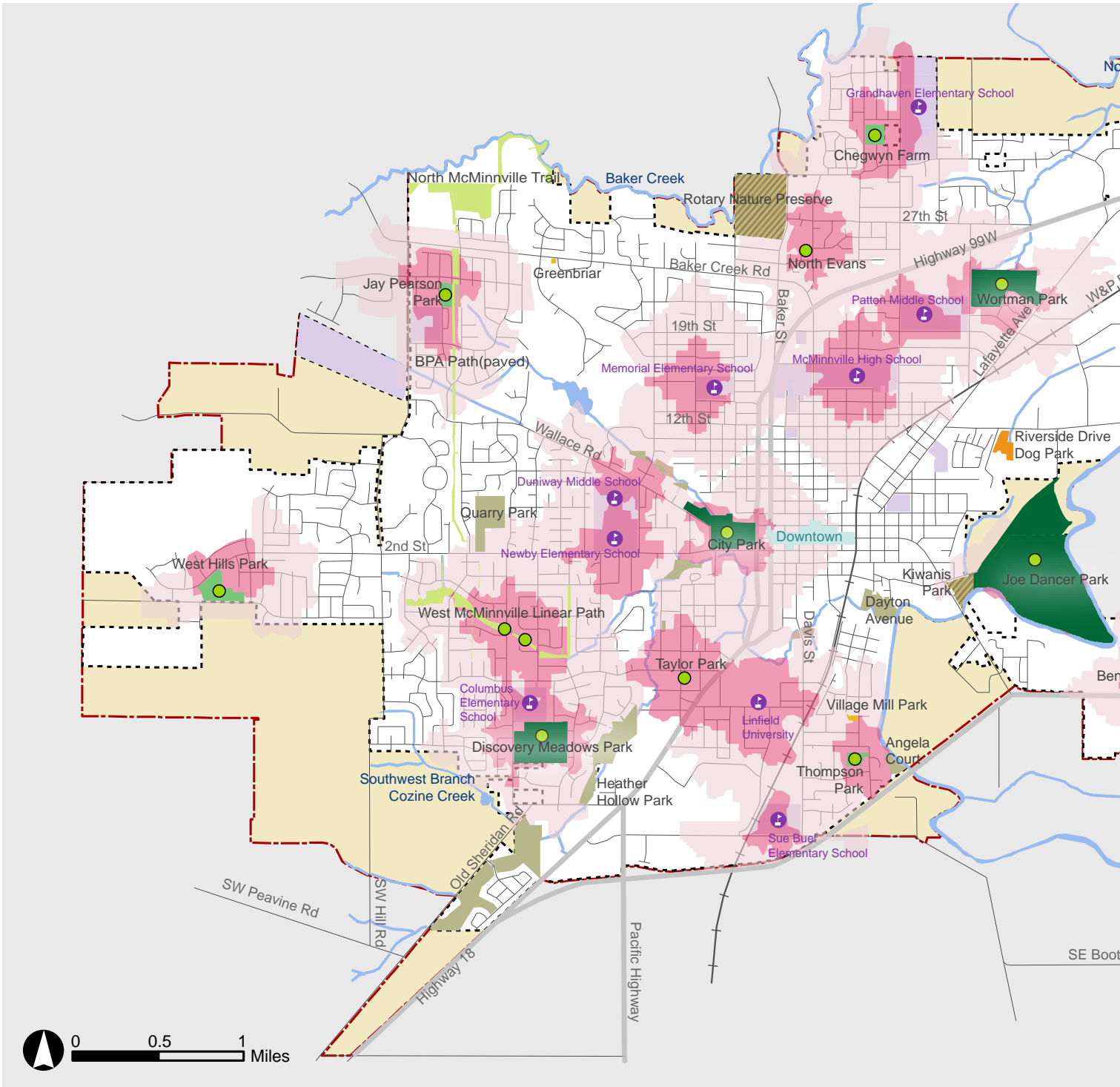


Map Features

 Major Streets	 School District Property
 Streets	 Linfield University
 Railroads	 Water Bodies
	 City Boundary
	 Urban Growth Boundary

Map 4-1 shows ¼ and ½ mile service areas from developed parks. While much of the city is within a 10-minute walk from a park, the north central area of the city is noticeably lacking parks but does have a consistent grid street network which allows for more direct connections. In that area there are several residential developments and schools. Elsewhere, a lack of connections appears to be the limiting factor for park access where existing parks are otherwise in proximity. On the northeast side of the city, the highway serves as a barrier between neighborhoods and Wortman Park. The residential areas south and east of Joe Dancer Park are separated by the Yamhill River. Airport Park and Baker Creek North Park are on the far southeast and northwest corners of the city but are near a limited street network. Some of this is in undeveloped areas where there are opportunities for increased connectivity as development occurs. Other walkshed gap areas are primarily outside of residential areas. Areas that do not have a 10-minute walk to a developed park include:

- Central, near Memorial Elementary and the High School;
- West, including areas within the Urban Growth Boundary (UGB) (planning for urbanization would also need to account for parks);
- South, near Linfield University and south of Joe Dancer Park; and
- East, along the eastern end of E Salmon River Highway, including areas in the UGB.



Park and Recreation Facilities

- Community Parks
- Neighborhood Parks
- Linear/Trail Parks
- Developed Natural Areas
- Undeveloped Natural Areas
- Parklettes
- Special Use Parks
- Undeveloped Parks

Parks and Schools with Sport Facilities or Play Areas

- Parks
- Schools

Service Area

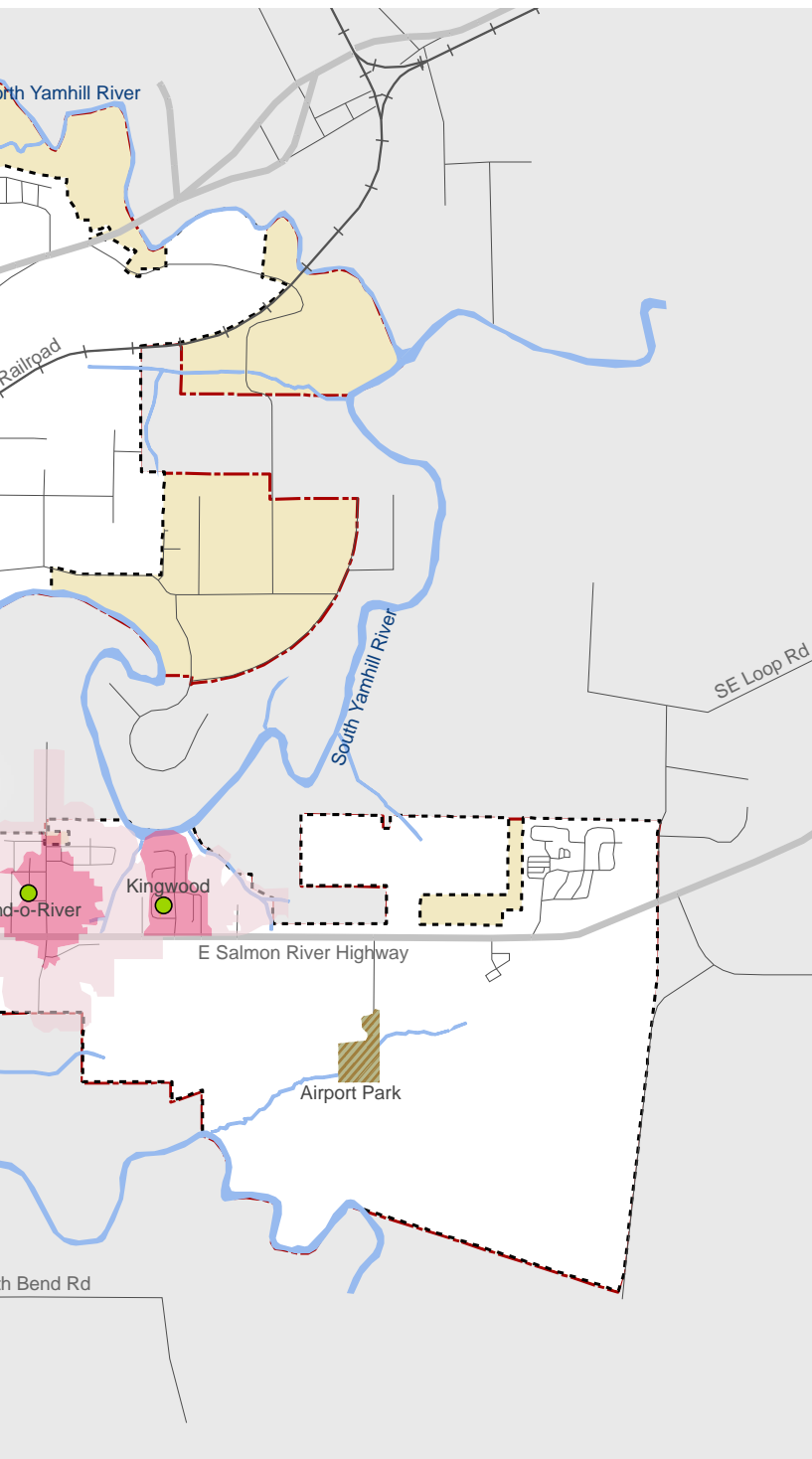
- 1/4 Mile Walk
- 1/2 Mile Walk

MAP 4-2

ACCESS TO SPORT FACILITIES AND PLAY AREAS

Map 4-2 shows $\frac{1}{4}$ and $\frac{1}{2}$ mile service areas from parks and schools with play areas and sports fields or sports courts. When compared to Map 4-1, Map 4-2 shows gaps in other areas of the city and demonstrates the importance of partnerships with the McMinnville School District and Linfield University. Areas that do not have a 10-minute walk to sports facilities and play areas include:

- West, aside from the immediate surroundings of West Hills Park and Jay Pearson Neighborhood Park;
- Central, east of Downtown; and
- East, along the eastern side of Hwy. 99 and the E Salmon River Highway, including areas in the UGB.



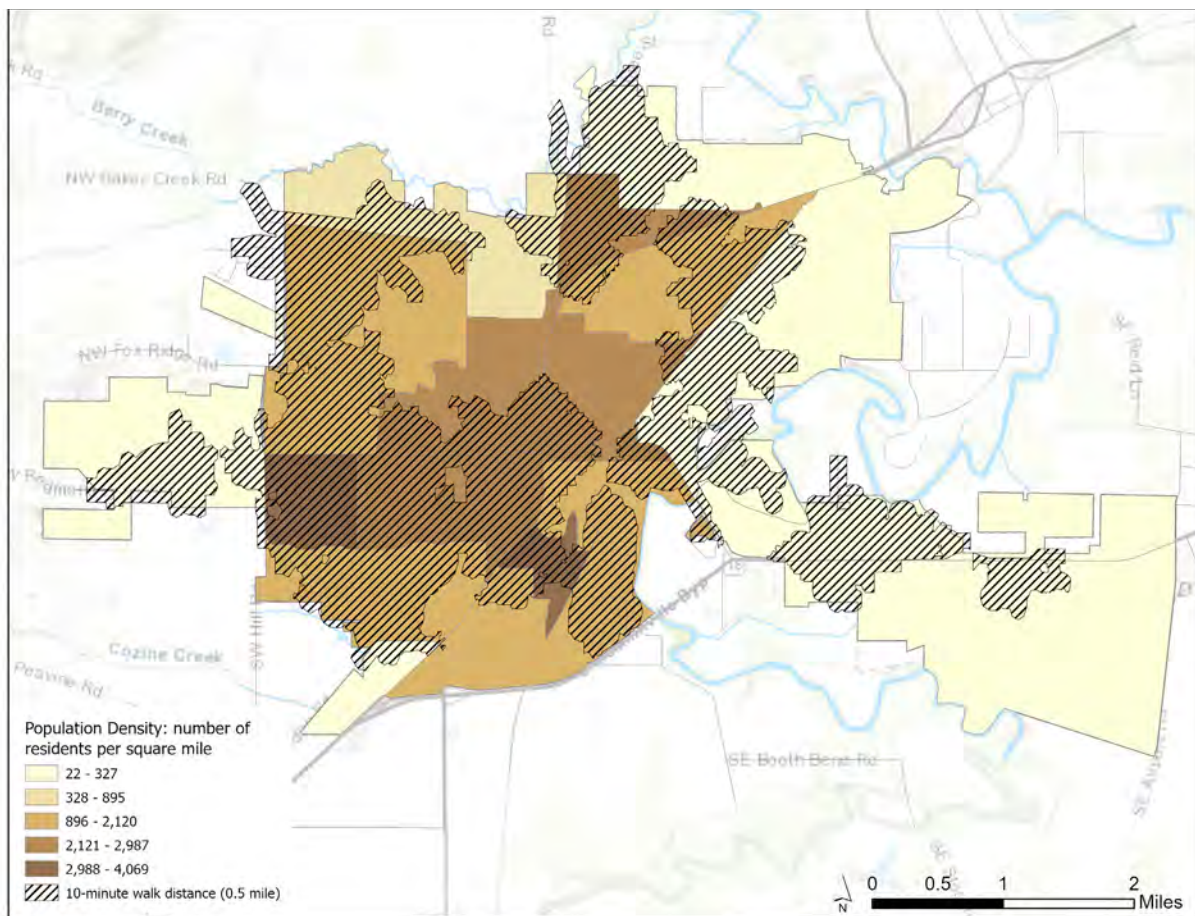
Base Map Features

- Major Streets
- Streets
- Railroads
- Water Bodies
- - - City Boundary
- - - Urban Growth Boundary

EQUITY FINDINGS

The planning process focused on equity, identifying historically underserved neighborhoods with a greater need for park and recreation services, and ensuring that underrepresented community members have a voice. The following maps show areas that lack nearby park access, and areas with a greater concentration of lower household incomes, higher population density, youth population, and areas with a greater percentage of people of color using Census block group data (US Census ACS 2015–2021). In each map, the black hatched areas represent areas of the city within a 10-minute walk/bike distance (¼-mile to ½-mile to a developed park).

FIGURE 4-1: POPULATION DENSITY



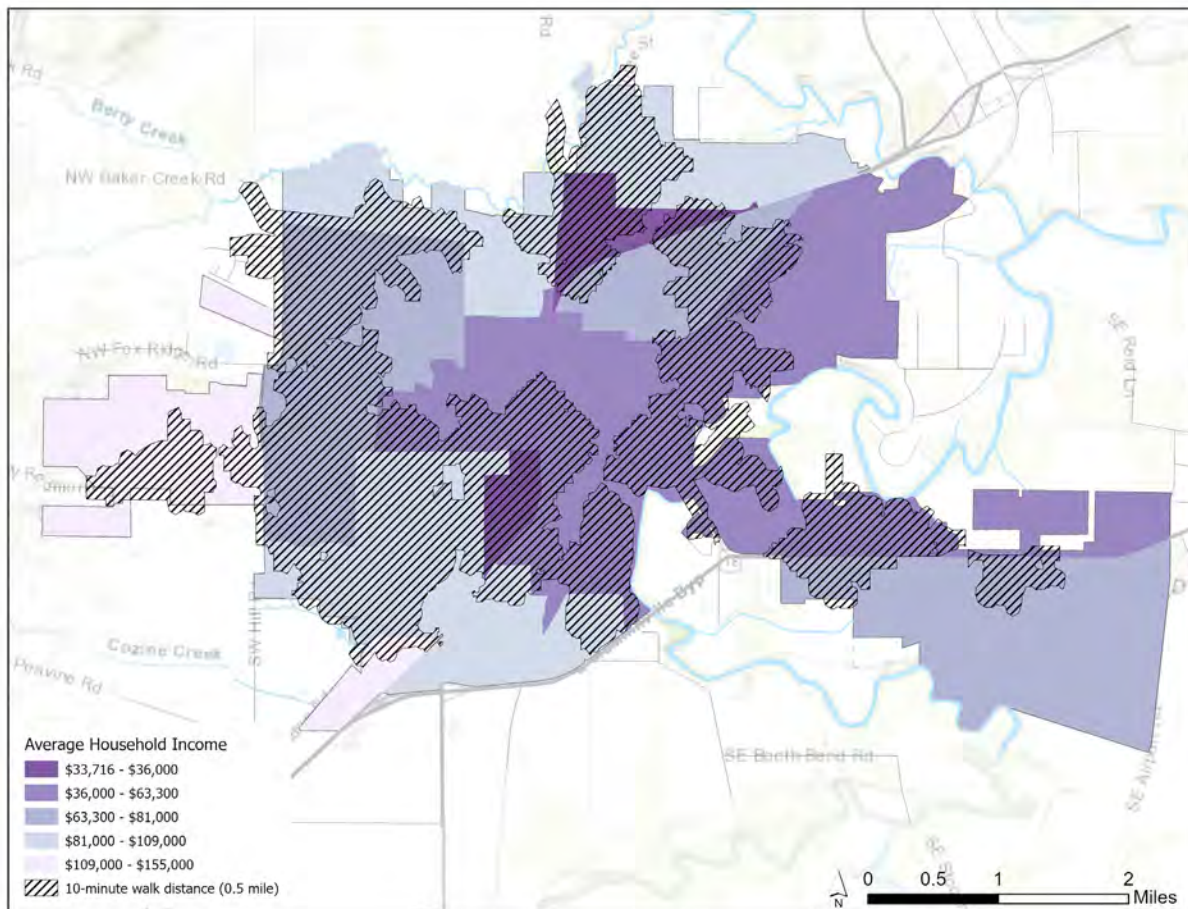
Source: MIG, US Census ACS 2015–2021

Areas with **higher population density** are important to consider as these areas typically have a greater percentage of housing types without yards or greenspace, including multi-unit housing or homes on smaller lot sizes. The residential density map identifies areas with a greater concentration of residents per square mile. The north central area and southern edge of the city have higher population densities but lack walkable access to parks. Other areas with a higher population density are well covered by walkable park access.

A mix of large community parks, smaller neighborhood parks and even smaller pocket parks that provide equitable access to nature, rest, and play for all of McMinnville’s residents and visitors alike.

-Online Survey 1 Respondent, Vision for the PROS system

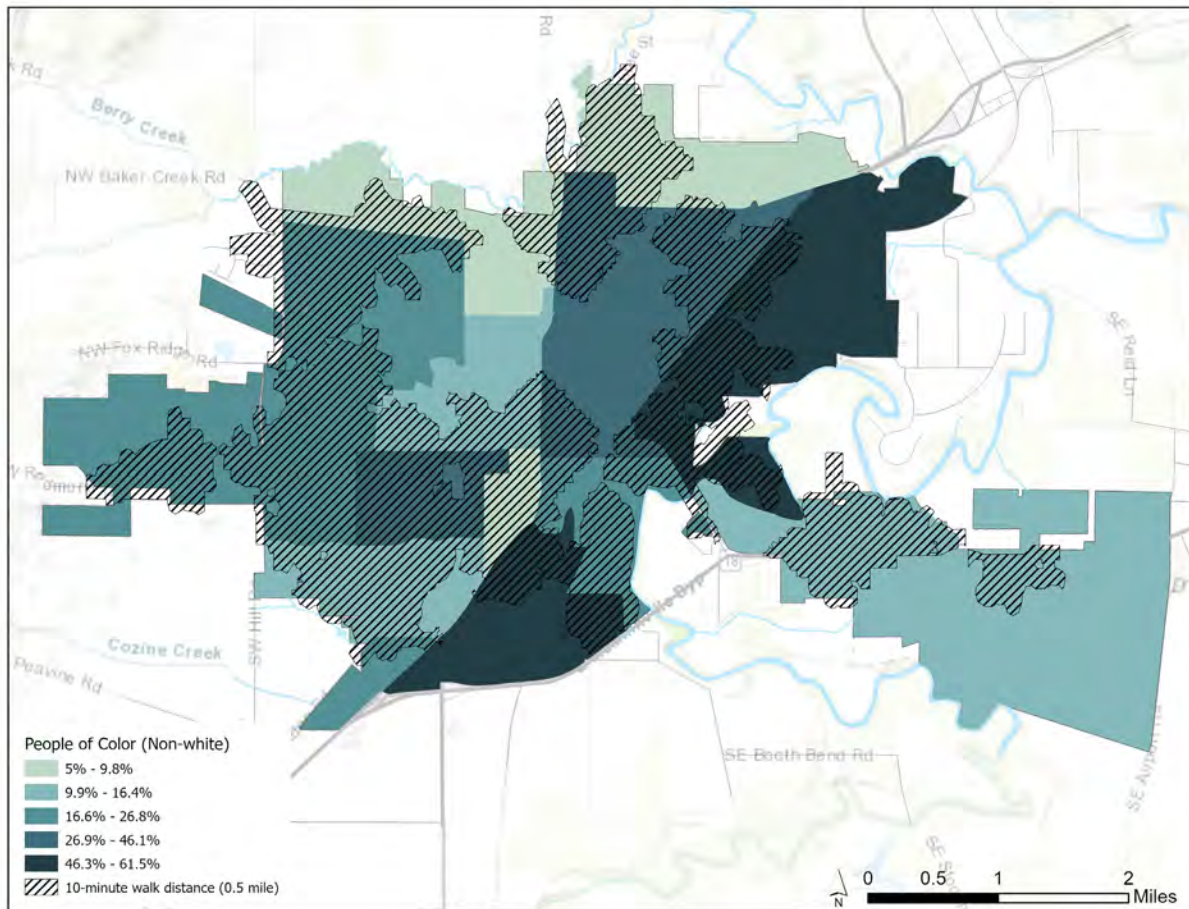
FIGURE 4-2: AVERAGE HOUSEHOLD INCOME



Source: MIG, US Census ACS 2015–2021

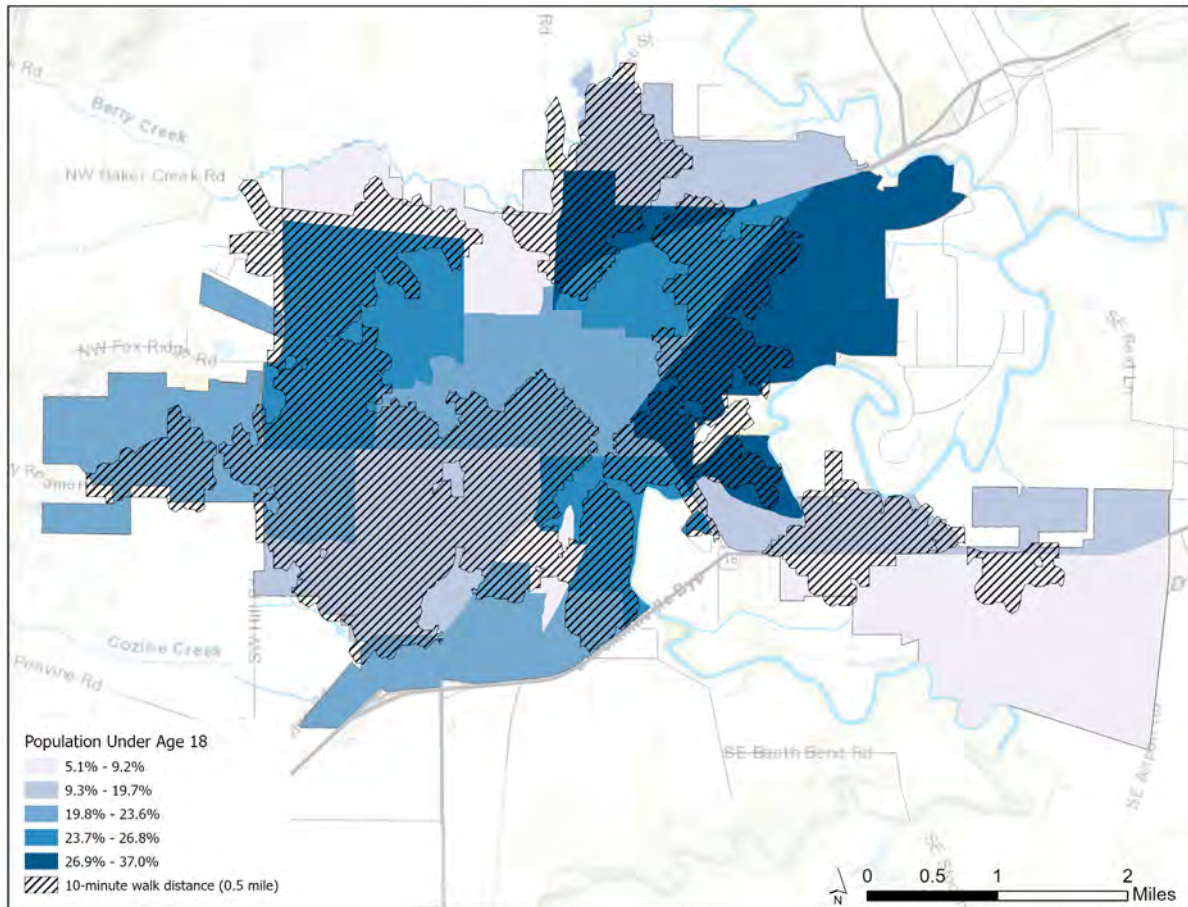
Lower income areas have often less public investment historically and may still have inequitable park access as a result. The average household income map identifies neighborhoods with lower incomes and a greater need for affordable or free park and recreation opportunities. Households in north central and southwestern areas of McMinnville primarily have low to medium incomes of \$36,000 to \$63,000. This is lower than most of the rest of the city. Households on the north, west, and south edges of the city within park access gaps generally have higher annual income of at least \$81,000 per household.

FIGURE 4-3: POPULATION OF COLOR



Source: MIG, US Census ACS 2015-2021

Across the U.S., **communities of color** have been historically disadvantaged through segregation, discrimination, environmental justice issues, and lack of public investment in facilities like parks and recreation. The population of color map shows areas with a greater percentage of the non-white population where there may be a greater need to understand different interests, concerns, or values than other areas of the city. Like the previous maps, the northeast side of the city lacks nearby developed park access, but this area also has a greater percentage of people of color. Another area with a higher percentage of people of color is around Linfield University (to the south) which does have nearby developed parks.

FIGURE 4-4: POPULATION UNDER 18

Source: MIG, US Census ACS 2015–2021

Parks provide a range of benefits for **youth of all ages** including support for social development, access to greenspace, and healthy activity options without needing to drive a car. The population under 18 map indicates areas of the city that have children or families. These areas may have a need for a greater variety of options. The areas of McMinnville with higher youth populations are in the northeast side of the city, but this likely represents a small number of residences within the area covered by walkable park access. Other areas with a higher percentage of youth and without nearby park access include the north central area, and western, and southern edges of the city.



RECREATION FACILITY NEEDS

To identify recreation facility needs, the project team incorporated both statewide and regional trends as well as community engagement results. Consideration for McMinnville’s unique needs, such as the rainy climate, should continue to inform facility needs.

STATE AND REGIONAL TRENDS

Recreation trends at the national, state and regional level provide additional insight on popular activities, challenges, and potential opportunities to consider in the City’s park and recreation system. This section includes relevant information from Oregon’s Statewide Comprehensive Outdoor Recreation Plan (SCORP) 2019–2023. The SCORP provides necessary guidance for state administered grant programs including the Local Grant, County Opportunity Grant, and Recreational Trails grant programs. The SCORP is about statewide recreation including local recreation facilities, not just state parks.

The SCORP measures statewide and county needs based on a survey of Oregon public recreation providers. Respondents were asked to rate the importance of county-level funding

need for a variety of recreation projects in their jurisdiction. **Trails, playgrounds, and restrooms** were the top needs at both the state and county level (Table 4-3).

The SCORP also includes statewide survey results for Oregon residents conducted by the Oregon Parks and Recreation Department. The survey asked residents to prioritize investments in their park and recreation system. The survey shows top priorities for four different demographic groups:

SCORP Top Priorities:

- **Latino:** Nature and wildlife viewing areas, children’s playgrounds and play areas made of natural materials;
- **Asian:** Security cameras, restrooms;
- **Families:** Children’s playgrounds and play areas made of natural materials, dirt/other soft surface walking trails and paths; and
- **Low Income:** Restrooms, dirt/other soft surface walking trails and paths.

COMMUNITY ENGAGEMENT RESULTS

The intended use and programming of McMinnville’s parks vary based on park type. The City schedules nearly all recreation programs in three of six larger community parks due to available amenities such as parking and restrooms. The City programs most adult and youth field sports at Joe Dancer Park, and other events or camps are mostly programmed in Discovery Meadows Park or City Park. Interestingly, several of these same parks are also popular for relaxation, including City Park and Joe Dancer Park. Figure 4-5 summarizes the most popular parks in McMinnville by each of the four general activities from the online survey.

In addition to these, some of the most frequently mentioned activities for “other” activities included:

- Walking, biking, or hiking
- Playing or walking with dogs
- Being in nature
- Being with families and friends
- Working (remotely in parks)

FIGURE 4-5: “WHICH PARKS OR RECREATION AREAS DO YOU GO TO IN MCMINNVILLE AND WHY?”: TOP RESULTS FROM SURVEY 1



Fun or Play

- City Park, Discovery Meadows



Sports or Fitness

- Joe Dancer Park, City Park



Relaxation

- Tice Woods/Rotary Nature Preserve



Programs or Events

- City Park, Joe Dancer Park

TABLE 4-3: PUBLIC RECREATION PROVIDER NEED, STATE AND REGIONAL COMPARISON (OREGON SCORP)

Top Statewide Needs	Top Yamhill County Needs
1. Community trail systems	1. Children’s playgrounds and play areas made of natural materials
2. Restrooms	2 (tie). Community trail system
3. Children’s playgrounds and play areas built with manufactured structures	2 (tie). Restrooms

Source: Oregon SCORP, 2019-2023

Community outreach results provided insights into the community’s desires for the future of the parks and recreation system. Results from the online survey showed that respondents value trails, passive gathering places, and play spaces in parks.

When asked about park and recreation system needs, the most frequently cited needs are to ensure safety and cleanliness at parks (Figure 4-6). City Park and Joe Dancer Park are two of the most popular parks and need the most improvements according to the survey results. Another common need in McMinnville’s parks was to provide more things to do.

The project team also compared all results from the online survey with results from nine census block groups which have low household median incomes, higher rates of poverty, and a higher proportion of people who identify as Hispanic, Asian, and

Multi-Race. The comparison found that there aren’t substantial differences between the nine census block group responses and total responses from the survey. Noticeable differences for these census block group responses included slightly lower reported needs for park cleanup and slightly greater needs for providing more things to do in parks.

SPORTS FACILITIES

McMinnville has several public sports courts and fields. This inventory does not include sport fields and courts that are associated with schools which are not always available to the public. According to survey responses, people most often use Dancer Park, City Park, and Discovery Meadows Park for sports and fitness uses. This is likely due to the presence of 33 (out of 39 total) sports facilities, fields, and courts in those parks. New pickleball and basketball courts were the most prominent sports-related need in the online survey.

Expanding recreation facilities was one of the highest priorities from the 1999 PROS Plan. Actions listed in that plan include adding baseball/softball fields, outdoor basketball courts, outdoor volleyball courts, soccer fields, and tennis courts. Since 1999, the City has added 15 additional sports facilities. Table 4-4 provides a summary of McMinnville’s existing facilities with a comparison to NRPA metrics. When compared to communities of a similar size, McMinnville has more rectangular (soccer, football, etc.) and diamond fields (softball, baseball, etc.) but fewer courts (basketball, tennis, etc.). This suggests a need for additional courts, including pickleball, which is growing in popularity according to public outreach.

FIGURE 4-6: WHAT WOULD YOU CHANGE IN EXISTING PARKS IN MCMINNVILLE? (ONLINE SURVEY 1 RESULTS)

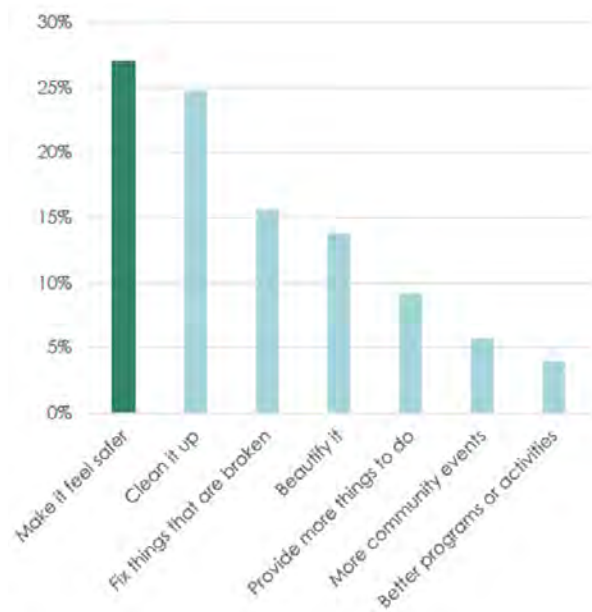




TABLE 4-4: CITY OF MCMINNVILLE RECREATION FACILITIES AND NRPA PARK METRICS (2021 AND 2041)

Facility Type	City of McMinnville		NRPA Benchmark (Residents per facility)	Difference from Metrics (Number of Facilities)	
	Current Inventory	Current Residents per Facility		Existing (2021)	Future (2041)
Basketball courts (full court)	1	34,666	7,117	4 (need)	6 (need)
Rectangular fields	12	2,889	4,947	-5 (surplus)	-2 (surplus)
Tennis courts (outdoor)	2	8,667	5,815	4 (need)	6 (need)
Pickleball (outdoor)	6	5,778	9,257	2 (surplus)	1 (surplus)
Diamond fields	13	2,667	5,033	-6 (surplus)	-4 (surplus)
Multiuse courts	0	0	14,800	2 (need)	3 (need)

Source: City of McMinnville and NRPA based on communities with a population of 20,000-50,000; 2021 Population Estimate (Census); 2041 Population Estimate (McMinnville Housing Needs Assessment, 2019; Population Research Center, PSU, 2017)

PLAY AREAS

Play opportunities are one of the top things McMinnville families with children love about parks. City Park and Discovery Meadows are the most popular parks for play in the city. The 1999 PROS plan identified a need for 13 additional playground areas and renovations to existing playground areas. Since then, five additional playgrounds have been built in the City. McMinnville now has 15 playgrounds.

Renovations are a more pressing need than most other typical recreational facilities in a park because most of the City's play equipment will likely need replacement around the same time and within the next 5-10 years. One theme that emerged from community engagement was the need for more splashpads/water play opportunities. Community input also identified a need for more physically accessible and sensory-sensitive play equipment in parks. While McMinnville has multiple accessible playgrounds, Jay Pearson Neighborhood Park is the only one with barrier-free play equipment that exceeds ADA standards

OTHER OUTDOOR RECREATION FACILITIES

There are several additional facilities that would further support outdoor recreation and the community's use and enjoyment of McMinnville's parks based on community survey results.

- **Off-leash dog areas:** Riverside Drive Dog Park is a much-loved community amenity, but there is a desire for an additional dog park by 2041.
- **Disc golf course:** Wortman Park has

an existing disc golf course as does Linfield University. This growing sport could potentially use another course in the city.

- **Water access:** There is limited public access to water bodies in McMinnville. Additional water access is needed to the South Yamhill River, either within existing parks or as part of future park or natural area opportunities.
- **Amphitheater:** There is desire for an outdoor performance area or amphitheater to serve as a venue for community concerts and other events.
- **Community gardens:** No public community gardens exist in the City. Based on community outreach results, there is potential need for multiple community gardens throughout McMinnville, especially in areas where there is higher density housing and smaller lot sizes.
- **Skate park:** Two skate parks exist in McMinnville, including the popular facility at Joe Dancer Park. While smaller additional skate features are needed in future parks, there is also a need to improve the existing facilities at Joe Dancer Park and Discovery Meadows.
- **Bike parks:** There are no off-road mountain biking facilities or bike skills parks in the city. There is a need for additional off-street cycling opportunities, including a bike skills course or pump track in existing community parks, or potentially in other sites that link to the on-street system. This need was especially highlighted by youth during outreach.

MCMINNVILLE PUBLIC FACILITY EVALUATION

In addition to the community engagement conducted for this Plan, park related public outreach was concurrently collected as part of the McMinnville Public Facility Evaluation for the Planning for Equity: Infrastructure & Investments in McMinnville Neighborhoods Project. Completed in June 2023, the Evaluation analyzed if the city has an equitable approach to maintenance, planning and prioritizing projects. Five key infrastructure systems were reviewed including pedestrian safety, roadway infrastructure, storm drainage system, sanitary sewer system and parks. Public outreach included an

online survey and tabling events with a printed version of the online survey map and corresponding comment cards. The Evaluation's park related public comments largely paralleled the findings from the PROS Plan's engagement activities to date. Common themes included the need for more public restrooms, lack of parks and greenspace in downtown McMinnville, drainage and flooding issues, lacking amenities in certain parks, maintenance concerns, and the desire for additional dog parks, skate parks, and opportunities for older youth.



Jay Pearson
Neighborhood Park



INDOOR AND SPECIALIZED FACILITY NEEDS

The City completed a Facilities & Recreation Plan & Feasibility Study in January 2020 to analyze the condition of recreation facilities and programs in McMinnville and to make recommendations regarding improvements, funding, operations, staffing, and implementation. A major finding of the Plan was a recommendation to build a new community/recreation/aquatic center.

- The **COMMUNITY CENTER** was found to be in poor condition with many repairs needed. It is not ADA accessible; not well designed for recreation, sports, fitness and art; not easy to supervise children; does not provide hub for community activities; not enough parking; no outdoor space for programs and activities.
- The **AQUATIC CENTER** was found to be in poor condition with many repairs needed. It is not ADA accessible; has inadequate locker rooms/no family changing room; needs recreation pool amenities; has security issues; the weight room is too small; and there is not enough parking.
- The **SENIOR CENTER** is in better condition because it is a newer building and has fewer needed repairs. It has no fitness or active recreation space; needs more event space; has poor access to back rooms; and is not well used by older adults and active seniors. The Plan's recommendation is to renovate the Senior Center and support senior fitness and events in a new recreation center.



Aquatic Center

TRAIL NEEDS

Trails are a high priority throughout Oregon and trails are a popular amenity in McMinnville, providing recreational opportunities and connecting people across neighborhoods. The 1999 PROS plan identified several new trail opportunities, identified in Figure 4-5 below.

The Transportation System Plan (TSP) is more recent, completed in 2010. The TSP includes planning for bike and pedestrian routes in McMinnville. This plan identified “shared-use paths” as a bikeway also used by pedestrians which often winds through open space and connects destinations and a need for a connected system both on- and off-street.

At the time of the TSP Plan, there were only two shared-use path facilities in McMinnville: “(1) the Southwest Greenway, which was also designed and functions as a linear park and

a stormwater detention facility, and (2) the newly constructed shared use path, located between West Second Street and Wallace Road.” The TSP found that these paths provided good neighborhood connectivity but did not provide significant cross-town connectivity. The TSP also stated that “(there is not) much opportunity to expand the shared-use path system., except for that portion planned for extension north of Wallace Road through the Shadden Claim to Baker Creek Road.”

This path network has been expanded since 2010, but new opportunities since then should continue to be explored including along waterways, utility corridors, railroad rights-of-way, and any newly acquired public lands. Aside from those opportunities, new paths/ trails can be provided on-street and within the City’s parks, in particular Airport Park and Tice Woods - Rotary Nature Preserve.

FIGURE 4-5: OFF-STREET TRAILS AND IMPLEMENTATION PROGRESS

1999 PROS Plan Recommendation	2023 Status		
	Not Started	In Progress	Completed
Development of linear parks in future neighborhoods	•		
Greenway connector between new neighborhood park proposed school and Tice property	•		
Yamhill River Greenway trail	•		
Trail connections to Dancer Park/Yamhill River	•		
Greenway along Baker Creek connecting Tice/BPA Easement	•		
Trail in the Baker Creek greenway			•
Westside Trail (BPA Easement)			•
Cozine Creek Greenway trails	•	•	
Pedestrian bridge from Bend-O-River Neighborhood to Dancer Park	•		
Trail from Dancer Park to Cozine Creek	•		
Linear park along Cozine Creek in southwest	•		
Barber Property trails	•		
Extend Westvale Linear Park to Hill Rd	•		

Source: 1999 PROS Plan, MIG



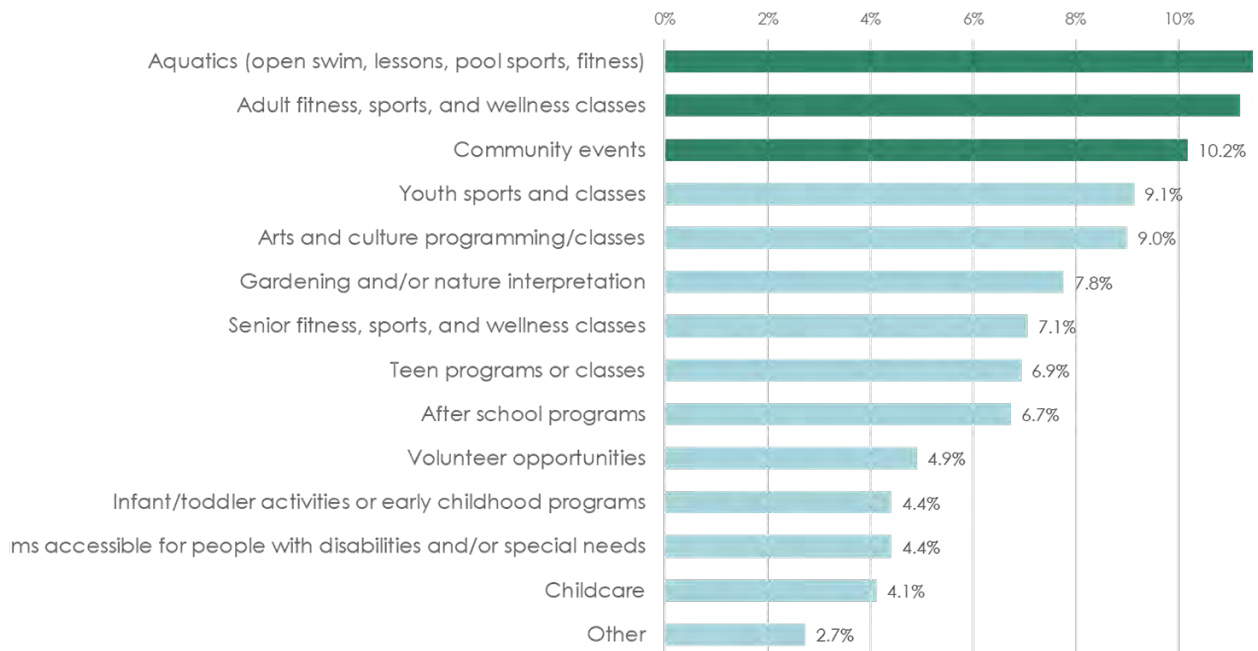
RECREATION PROGRAM NEEDS

The McMinnville Parks and Recreation Program offers a wide array of year-round classes, sports, and activities for people of all ages. McMinnville Parks and Recreation Department is a regional provider of recreation services with approximately 30% of participants coming from outside the city.

According to the online survey approximately 80% of respondents

participate in McMinnville’s recreation programs. People who don’t or rarely participate in City of McMinnville recreation programs cite a lack of information as the primary reason. Community engagement results also identified a lack of interest in the programs offered as a reason for not participating. More detail about the types of programs people would like to see more of are shown in Figure 4-6.

FIGURE 4-6: “WHAT TYPES OF RECREATION PROGRAMS AND ACTIVITIES WOULD YOU LIKE TO SEE MORE OF OFFERED BY THE CITY OF MCMINNVILLE?” (ONLINE SURVEY 1 RESULTS)





Above: Chegwyn Farms
Neighborhood Park



5

ACTION PLAN

Creating the envisioned future park system requires a phased approach with incremental improvements over time. Some projects are low cost and easy to implement, while others may be more complex or based on future opportunities. This chapter describes the envisioned park and trail system, identifies capital projects for the next 20 years, and explores capital and maintenance costs and funding sources. Using priorities based on community input, a short-term (five-year) action plan outlines projects that the City should pursue first and foremost to address community needs.

5 ACTION PLAN

Over the next 20 years, the City of McMinnville will enhance its park system through new park development, as well as maintaining, improving and enhancing existing sites.

This Plan represents the culmination of a long-term, community-driven vision for McMinnville’s park, recreation and open space system. Moving forward, the City must prioritize short-term actions that will advance long-term visionary projects. Preparation and flexibility will be necessary throughout implementation to respond to shifting community, political and economic interests over the next 20-years. In the face of this change, community needs and priorities should remain at the heart of the Plan’s future actions and priorities.

To help the City achieve this community vision, this chapter provides the long-term planning-level cost estimates for McMinnville’s envisioned future park and recreation system. This includes costs for existing parks and recreation facilities, as well as proposed sites and greenways. The summary includes cost assumptions used to base estimated costs for each proposed project or improvement.

FIGURE 5-1: ACTION PLAN PROCESS



20-YEAR CAPITAL IMPROVEMENT PROJECTS

Projects identified in the capital project list represent the long-term 20-year need for parks and recreation in McMinnville and will require phasing and funding from a range of different resources. Inputs utilized to create the capital project list included staff interviews, online public surveys and other community/stakeholder outreach, and discussions with the DEIAC, Planning Commission, and City Council (Figure 5-1).

The total cost of developing and maintaining the system is critical to plan implementation and the build-out of the system. Tables 5-1 and 5-2 summarize the general order-of-magnitude costs to assist in evaluating and prioritizing projects for future consideration in City budgeting. Appendix C provides the complete list of capital project details and maintenance needs.

EXISTING PARKS AND FACILITIES

Based on existing conditions, feedback from the City, and the community-supported vision, new facilities or renovations are proposed for nearly every park in the system. This includes facilities for sports, play, gathering, user comfort and safety, and more. A total of approximately \$34,832,850 is proposed to complete recommended improvements and new projects to existing parks and facilities.

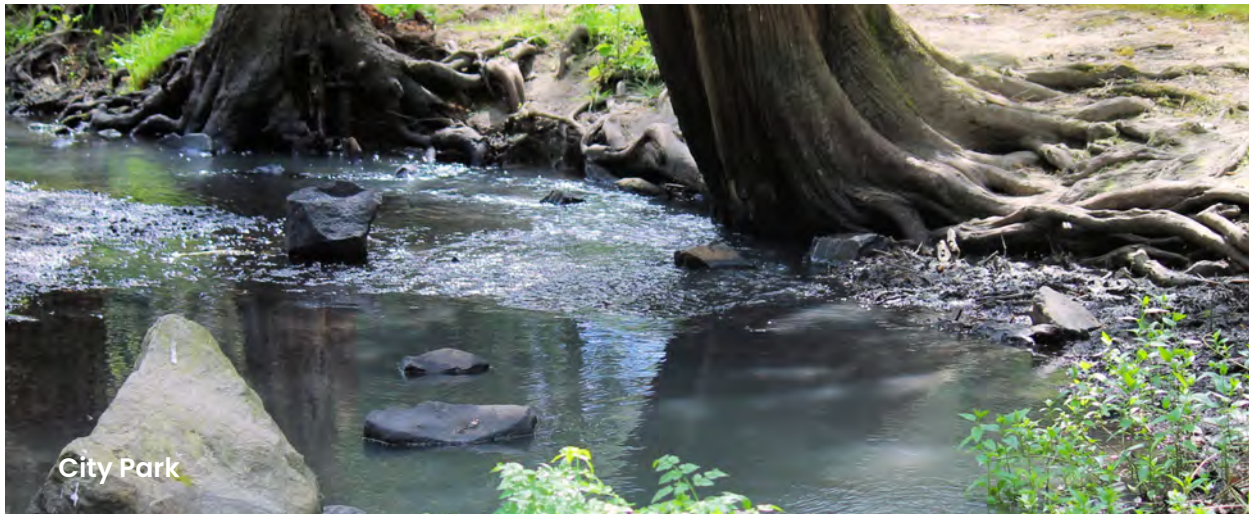
Most of this cost is directed to McMinnville’s four community parks which were identified as having the most significant use and related needs for future improvements. Additional costs stem from renovations or improvements to parkettes and neighborhood parks, and infrastructure or repair/replacement projects in Riverside Drive Dog Park (a special use park), linear/trail parks, and natural areas.

TABLE 5-1: EXISTING PARKS AND FACILITIES 20-YEAR CAPITAL PROJECT COSTS

Park or Facility Type	Inventory Total		Total Capital Costs
	#	Acres	
Neighborhood Parks	4	18.1	\$2,310,000
Parkettes	6	2.3	\$3,928,900
Community Parks	4	163.7	\$22,070,000
Special Use Parks	1	3.6	\$435,000
Linear/Trail Parks	13	43.8	\$2,553,200
Natural Areas	16	123.4	\$3,535,750
Undeveloped	3	3.0	\$0
	47	357.9	\$34,832,850

Source: MIG

*Costs are planning-level estimates in 2023 dollars, not accounting for inflation. All costs are rounded. Actual costs should be determined through site planning, maintenance planning and construction documents. Actual costs may be higher or lower depending on site needs, the scale of the facility, and changing market prices for materials.



NEW PARKS AND GREENWAYS

For new parks and facilities, the proposed Capital Improvement Project list combines findings from the community outreach process with an assessment of existing conditions including future growth areas, park location, and current park land level of service. A total of approximately \$80,368,000 would be needed to expand the park and recreation system into future growth areas, as well as new greenway connections linking new and existing neighborhoods in McMinnville.

The project list identifies seven new parks sites that align closely with the recommended locations of the City’s UGB Framework Plan, and two infill park sites based on the findings of this planning effort and community input. These costs include land acquisition and development costs and assume either a 5-acre minimum site for neighborhood parks where possible or an approximately 20-acre site for a community park. New parks and greenways are assumed to be developed in conjunction with or near the same time as new development.

TABLE 5-2: PROPOSED FUTURE PARKS AND GREENWAYS TOTAL PROPOSED 20-YEAR CAPITAL PROJECT COSTS

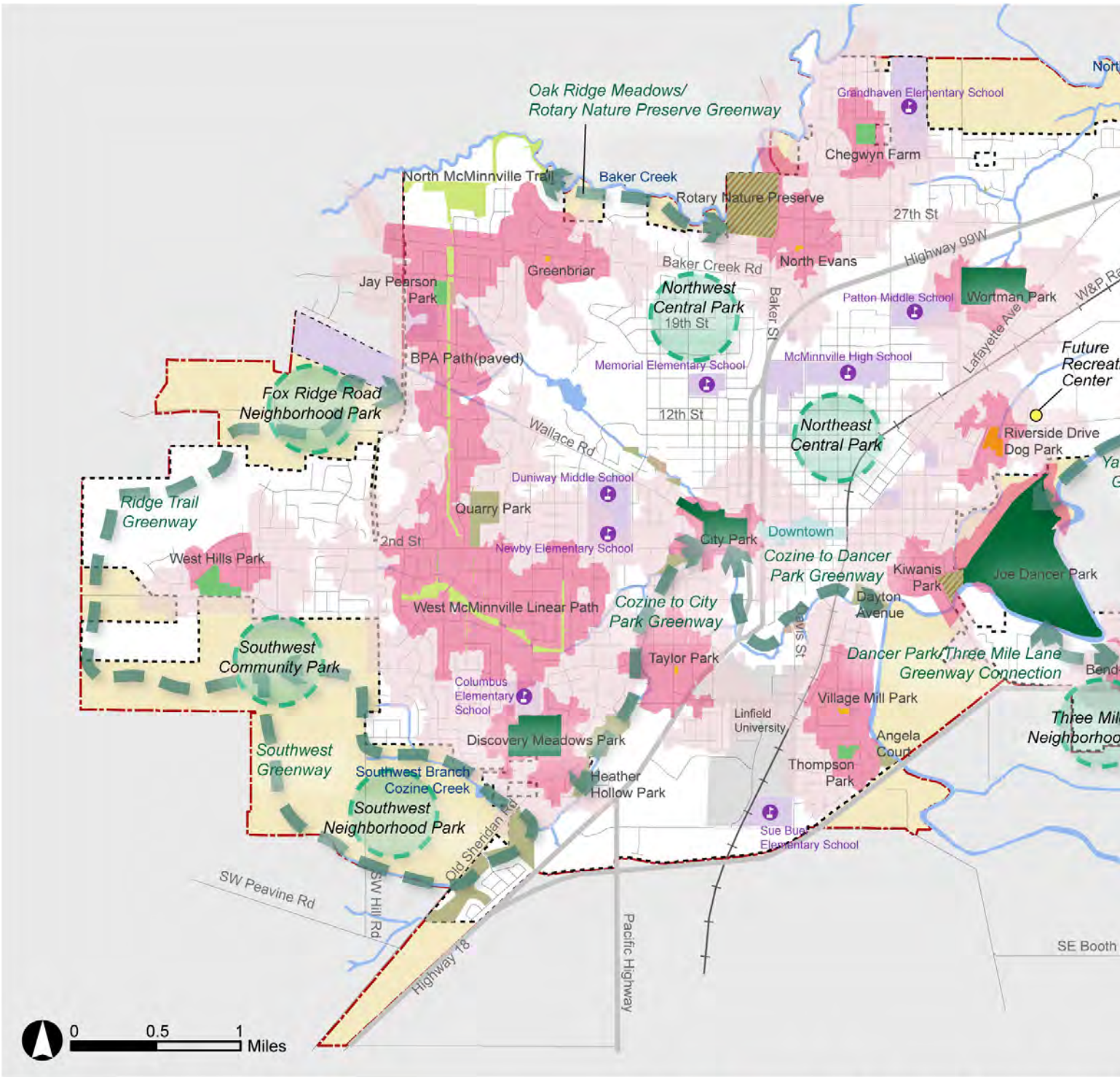
Proposed Park or Facility Type	Proposed Total			Total Capital Costs
	#	Acres	Miles	
Proposed Neighborhood Parks	6	29.2	-	\$33,580,000
Proposed Community Park	1	20	-	\$26,000,000
Proposed Greenways	9	92.4	16.8	\$20,787,955
	16	141.6	16.8	\$80,367,955

Source: MIG

*General acreage assumptions provided. Actual acreage may vary.

**General trail mileage assumptions provided. Actual mileage may vary.

- Fox Ridge Road Neighborhood Park:** development of a 5-acre minimum park to serve existing park service gaps as well as future development in this growth area along Fox Ridge Road in western McMinnville. This park should be co-located on or near the future high school site. The Fox Ridge Area Plan identifies this park as a key feature of the Plan, recommending it to include opportunities for passive and active recreation that is accessible to all residents within a 10-minute (or ½ mile) walk of their home.
- Riverside South Neighborhood Park:** Development of a 5-acre minimum park to serve existing park service gaps as well as future development in this growth area along Riverside Drive in northeastern McMinnville. The Riverside South Area Plan recommends the creation of this park to serve future residents in the area that are otherwise separated from other residential areas and recreation opportunities.
- Southwest Community Park:** Development of an approximately 20-acre park to serve the entire community, including future development in the west side of McMinnville. The Southwest Area Plan recommends the creation of this park to accommodate community park land needs and serve future residential uses. The recommended location is near SW Redmond Hill Road, in the northern portion of the Plan area. This location allows the park to be easily accessible to both existing and future residential areas in McMinnville.
- Southwest Neighborhood Park:** development of a 5-acre minimum park to serve future development in this growth area along SW Hill Road S in western McMinnville. The Southwest Area Plan recommends the creation of this park to ensure future residents have access to a park within a 10-minute (or ½ mile) walk of their home.
- Three Mile Lane Neighborhood Park:** Development of a 5-acre minimum park to serve future development in this growth area along NE Three Mile Lane in eastern McMinnville. This park is in response to community engagement efforts for the Three Mile Lane Area Plan that highlighted the need for additional parks and open space opportunities adjacent to existing and future residential areas. The park will prioritize gathering spaces that incorporate natural areas and views as recommended by the Plan.
- Northeast Central Park:** Development of a 5-acre minimum park to serve existing residents in the Central McMinnville area, east of Highway 99W. The park access analysis and community input revealed that many residents in Central McMinnville do not have access to a park with a ½ mile walk of their home.
- Northwest Central Park:** Similarly to the Northeast Central Park, development of an approximately half-acre infill park (based on existing lot sizes) would further increase equitable park access for existing residents in the Central McMinnville area, west of Highway 99W.



Park and Recreation Facilities

- Community Parks
- Neighborhood Parks
- Linear/Trail Parks
- Developed Natural Areas
- Undeveloped Natural Areas
- Parklettes
- Special Use Parks
- Undeveloped Parks

Developed Parks Service Area

- 1/4 Mile Walk
- 1/2 Mile Walk

Future Parks and Trails

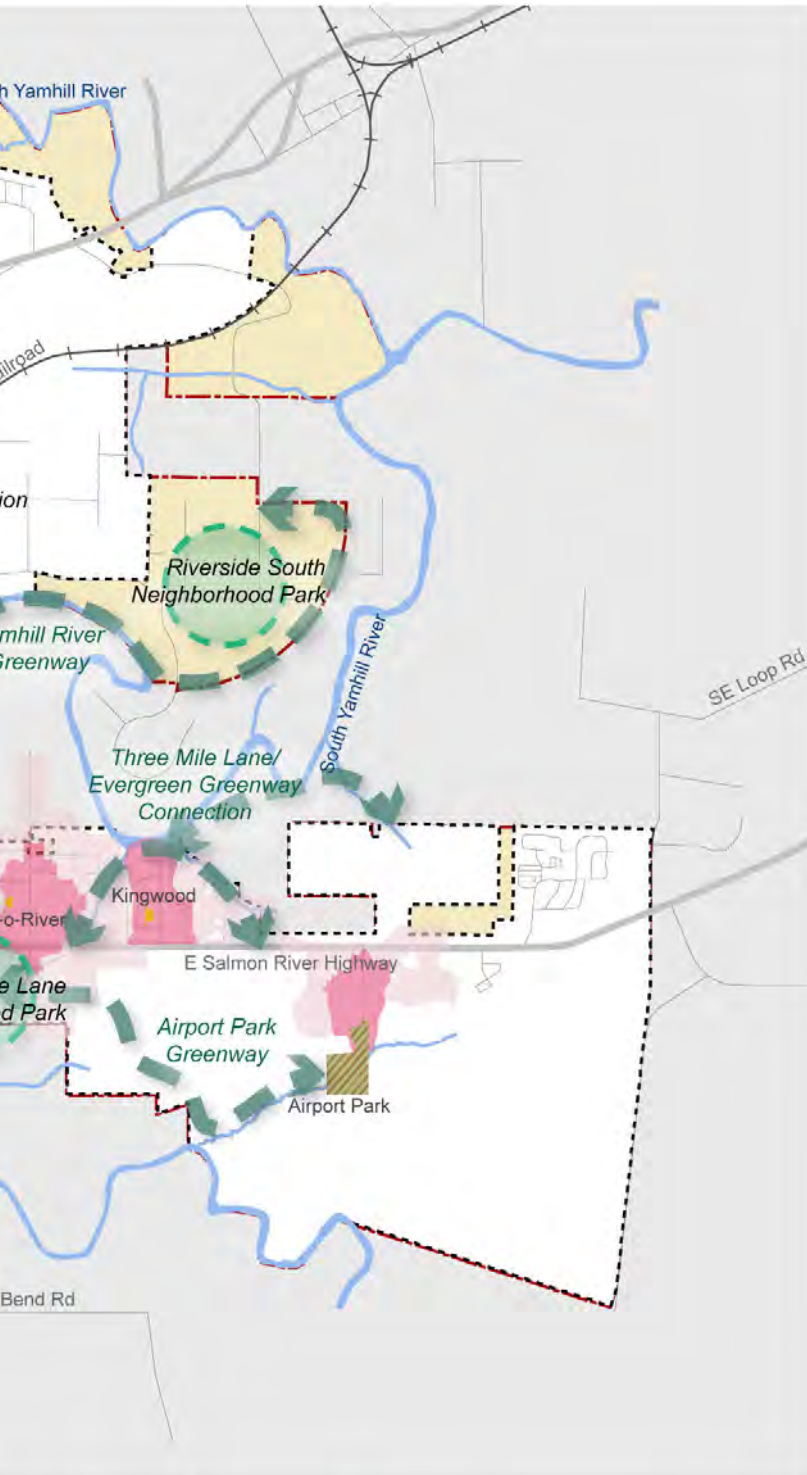
- Proposed Park Search Areas
- Proposed Greenways

MAP 5-1

FUTURE PARKS & RECREATION SYSTEM

This map represents the envisioned future parks and recreation system at full buildout by 2041. Specific sites for proposed parks and alignments for proposed trails are not yet determined. As such, the green dashed circles and lines represent approximate locations, which will need further feasibility assessments. The proposed parks are not represented by their conceptual footprint, but rather by their 1/2 or 1/4 mile service area, so we can see how these parks would help to fill geographic gaps in developed park access.

**Future Recreation Center. Outdoor amenities such as pickleball, other sports courts and playgrounds are also anticipated on or near the site.*



Map Features

— Major Streets	Ⓛ School District Property
— Streets	▭ Linfield University
+ Railroads	▭ Water Bodies
▭ City Boundary	▭ Urban Growth Boundary

There are also nine new off-street greenways identified in the CIP. These projects add to the envisioned pedestrian and bicycle network identified in the City’s Transportation System Plan, UGB Framework Plan, 1999 PROS Plan, and other planning studies, linking with other existing and planned off-street trails and pathways, new sidewalks, and bike lanes. Costs assume development of the greenway trail only and do not account for land acquisition costs since the location and alignment will vary and may include easements. Some proposed greenways will also be located within existing city property including Cozine Creek Greenway.

- **Airport Park Greenway:** development of an approximately 1.5-mile greenway trail connecting Airport Park with planned uses in the Three Mile Lane neighborhood and a future neighborhood park.
- **Cozine to City Park Greenway:** development of an approximately 1.3-mile greenway trail along Cozine Creek connecting City Park, Carlson Natural Area, Tall Oaks Cozine Natural Area, and Heather Hollow Park.
- **Cozine to Dancer Park Greenway:** development of an approximately 1.2-mile greenway trail along Cozine Creek connecting City Park west to Joe Dancer Park.
- **Joe Dancer Park/Three Mile Lane Greenway Connection:** development of an approximately 0.3-mile greenway trail connecting Joe Dancer Park with the Three Mile Lane neighborhood.
- **Oak Ridge Meadows/Rotary Nature Preserve Greenway:** development of an approximately 1-mile greenway trail connecting Oak Ridge Meadows with Rotary Nature Preserve.
- **Ridge Trail Greenway:** development of an approximately 3-mile greenway trail connecting the future Southwest Greenway to planned uses in the Fox Ridge Road neighborhood and the BPA Pathway.
- **Southwest Greenway:** development of an approximately 5-miles greenway loop trail in Southwest McMinnville connecting Cozine Creek with the future Ridge Trail and Southwest Community Park.
- **Three Mile Lane/Evergreen Greenway Connection:** development of an approximately 1.5-mile greenway trail connecting the Three Mile Lane neighborhood with Evergreen.
- **Yamhill River Greenway:** development of an approximately 2-mile greenway trail connecting Joe Dancer Park with the future Riverside South Neighborhood and park.



COST ASSUMPTIONS

To help prioritize and sequence projects in annual workplans and budgets, the PROS Plan includes a cost assumptions table that can be used for future cost estimating for other new projects and inflation. Appendix C identifies planning-level costs for future investment decision-making. Capital costs represent one-time costs to acquire, develop, build, or renovate park infrastructure and features. Because some funding sources are restricted in the type of expenditure they can support, it is important to consider capital costs separately from operations or maintenance costs.

Cost assumptions are grouped into three categories for ease of planning-level budgeting based on the type of proposed project. Costs are also based on the assumption that different parks and facilities have varying expectations of improvements. Definitions of the categories are included to the right.

- **Build/Add:** Reflects an allowance for the fully-loaded cost for park acquisition/design/development or the addition of a new facility or amenity. In some cases where noted, the cost represents an allowance to support the development of one of a variety of different types of park elements.
- **Renovate/Replace:** Reflects an allowance for a major replacement or renovation of an existing site or facility. This cost is based on 85% of the full “build/add” cost, assuming that various site elements—such as the facility footprint, drainage, paths to the facility, etc.—may not need to be replaced.

- **Improve Existing:** Reflects an allowance for a minor repair, enhancement, or expansion of an existing element or portion of a site. This cost is based on 50% of the full “build/add” cost.

MAINTENANCE

In addition to capital costs, the City of McMinnville must fund the ongoing costs of sustaining the parks and recreation system including operations, maintenance, and programming. Appendix C presents per-unit costs and allowances for operations to ensure that the City is setting aside sufficient dollars to maintain and activate parks and facilities. This information can inform annual work plans.

The CIP provides a summary of average annual maintenance costs that are based on the recommended tiered levels for maintenance. Table 5-3 on the next page shows the annual maintenance cost for all existing parks and facilities, including maintenance costs for all proposed improvements and additions to these sites from the 20-year capital improvement project list (Appendix C). Based on these assumptions, the City would need to budget an average of approximately \$1,639,000 per year for maintenance to existing parks and facilities. An additional average of approximately \$611,000 per year would be needed to maintain proposed (future) parks and greenways. This additional amount should be used as a starting point to increase the maintenance budget over time to account for new parks and greenways as these are added to the system.

Costs are based on an increase to the City’s existing approximate annual average cost per acre to maintain developed park land (approximately \$5,000 per acre) and an increase or decrease in average costs based on the recommended maintenance level for each site listed in Appendix C (including Enhanced, Standard, Basic, and Undeveloped Land).

SHORT-TERM ACTION PLAN

Completion of all envisioned projects will take 20 years or longer to complete. However, there are some projects that have a greater community need or priority to take on in the shorter term. The City asked community members about their priorities for the future based on the identified needs, project types, and areas of the City. Results from the second community survey and meetings with the DEIAC, Planning Commission, and City Council identified

several key priorities to help focus improvements.

The results suggest that projects that promote connections (e.g. trail and access improvements) are the most important project type across McMinnville with community members ranking it as the highest or second-highest priority for each of McMinnville’s four geographic areas. Central McMinnville was the only area of the city that ranked reinvestment projects as a higher priority than connections projects. This difference could be due to some of the city’s largest, oldest, and most heavily used community parks being in Central McMinnville. As for project priorities by cost, lighting improvements, safe routes to parks, loop trails and a new community park were the top community priorities within each cost bracket from low to highest cost. Table 5-4 and Table 5-5 below summarize the top results by project

TABLE 5-3: PROPOSED AVERAGE ANNUAL MAINTENANCE COSTS

Park or Facility Type	Acres	Estimated Average Annual Maintenance Cost
Neighborhood Parks	18.1	\$92,000
Parklettes	2.3	\$14,000
Community Parks	163.7	\$922,000
Special Use Sites	3.6	\$10,000
Linear/Trail Parks	43.8	\$168,000
Natural Areas	123.4	\$425,000
Undeveloped	3	\$8,000
Total for Existing Parks	357.9	\$1,639,000
Proposed Neighborhood Parks	29.2	\$147,000
Proposed Community Park	20	\$113,000
Proposed Greenways	92.4	\$351,000
Estimated Total for Proposed Parks	141.6	\$611,000

Source: MIG

cost and location. Appendix D provides a complete summary of the online priority projects survey.

The project team used a three-step process to identify the highest priority projects from the 20-year CIP for the short-term action plan: Step 1, identify all top priority projects using categories shown in Tables 5-4 and 5-5; Step 2, prioritize projects that meet geographic priorities; Step 3, prioritize remaining

projects based on gap areas.

The short-term action plan includes **38 projects across 21 parks and natural areas** throughout McMinnville. Table 5-6 on the next page summarizes the short-term (five-year) action plan.

TABLE 5-4: GENERAL PRIORITIES BY PROJECT COST

Priority	Low Cost	Moderate Cost	High Cost	Highest Cost
1	Lighting Improvements	Safe Routes to Parks	Loop Trails	New Community Park
2	Trail Amenities and Signage	Restrooms	Riverfront Trail	Destination Play Area
3	Waterwise Landscaping	Sport Courts	Facility Repairs	
4	Community Gardens		River Access	
5	Shade Trees		Event Space	

Source: Prioritization Survey and DEIAC, Planning Commission, and City Council Meetings

TABLE 5-5: GENERAL PRIORITIES BY LOCATION

Priority	Central McMinnville Area	Western McMinnville Area	Northern McMinnville Area	Eastern McMinnville Area
1	Reinvestment	Connections	Connections	Connections
2	Connections	Play and Gathering	Play and Gathering	Play and Gathering
3	Play and Gathering	Nature	Reinvestment	Nature

Source: Prioritization Survey and DEIAC, Planning Commission, and City Council Meetings

TABLE 5-6: PARKS AND RECREATION CAPITAL PROJECTS SHORT-TERM ACTION PLAN

Park	Location	Project	Cost	Primary Funding Source
Neighborhood Parks				
Chegwyn Farm	Northern McMinnville	Add accessible paved path to connect with Grandhaven Elementary School	\$50,000	SDCs
West Hills Park	Western McMinnville	Add off-leash dog area	\$300,000	SDCs, Grant, Donation
		Add restroom	\$600,000	SDCs
Parklettes				
Bend-O-River	Eastern McMinnville	Replace play structure with nature playground	\$595,000	Bond, Grant, Donation
Kingwood	Northern McMinnville	Replace play area and surface	\$725,000	Bond, Grant, Donation
North Evans	Northern McMinnville	Replace play area and surface	\$725,000	Bond, Grant, Donation
Community Parks				
City Park	Central McMinnville	Replace dragon play structure with destination play structure that is barrier free ¹	\$3,800,000	Grant, Donation, Bond
		New amphitheater for community events (flood-friendly)	\$325,000	SDCs, Donation
		Replace restrooms	\$510,000	Grant, Bond
		Complete ADA improvements identified in Public Works 5-year CIP	\$110,000	Bond, Grant, Donation
		Improve efficiency and coverage of lighting	\$25,000	Bond, Donation
Discovery Meadows	Western McMinnville	Renovate splash pad	\$350,000	Grant, Donation
		Replace playground	\$1,232,500	Bond, Grant, Donation
		Cover, improve, and renovate skatepark	\$425,000	Bond, Grant, Donation
Joe Dancer Park	Central McMinnville	Add restroom (following feasibility study)	\$600,000	SDCs
		Add lighting	\$50,000	SDCs
Wortman Park	Northern McMinnville	Replace west shelter as identified in Public Works 5-Year CIP	\$277,000	Bond, Grant
		Wayfinding/markers	\$17,000	Bond, Grant, Donation
		Add lighting	\$50,000	SDCs
Linear/Trail Parks				
West McMinnville Linear Park/James Addition	Western McMinnville	Replace play equipment	\$725,000	Bond, Grant, Donation

¹ Any future redesign or replacement of the wooden play structure in City Park (the Dragon play structure) will include community involvement to ensure that its unique history is carried forward into a future play structure.

TABLE 5-6: PARKS AND RECREATION CAPITAL PROJECTS SHORT-TERM ACTION PLAN

Park	Location	Project	Cost	Primary Funding Source
Natural Areas				
Airport Park	Eastern McMinnville	Install accessible pathway along west edge to connect to viewpoint	\$150,000	SDCs
		Replace wayfinding signage	\$17,000	Grant, Donation, Bond
Barber	Western McMinnville	Add soft surface trail connecting SW Old Sheridan Rd/SW Baker St.	\$32,000	SDCs
		Add signage for future trail connection	\$20,000	SDCs
		Add small parking lot potentially via an access or use agreement	\$250,000	SDCs
		Add pedestrian bridge across Cozine Creek	\$30,000	SDCs
Heather Hollow	Western McMinnville	Add signage for future trail connection	\$20,000	SDCs
Kiwanis Park	Central McMinnville	Replace boat launch/fishing pier (and preserve existing Camas plants)	\$250,000	Bond, Grant, Donation
Quarry	Western McMinnville	Access via property easement or acquisition from church	\$95,000	SDCs, Partnership
		Add bike skills course/pump track	\$500,000	SDCs, Grant, Donation
		Add soft surface loop trail	\$46,000	SDCs
Tice Woods - Rotary Nature Preserve	Northern McMinnville	Add lighting to parking lot	\$50,000	SDCs
		Add maintenance vehicle access	\$10,000	Bond
Tall Oaks Cozine	Western McMinnville	Add signage for future trail connection	\$20,000	SDCs
Proposed Neighborhood Parks				
Northeast Central	Northern McMinnville	Land acquisition for new neighborhood park	\$1,500,000	SDCs
Northwest Central	Northern McMinnville	Land acquisition for new neighborhood park	\$150,000	SDCs
Proposed Greenways (development only)				
Joe Dancer Park/Three Mile Lane Greenway	Eastern McMinnville	Greenway development	\$245,455	SDCs
Cozine to Dancer Park Greenway	Central McMinnville	Greenway development	\$1,006,364	SDCs
TOTAL:			\$15,883,318	

Source: MIG

Note: Planning level cost assumptions that do not include capital costs for parks currently under development.

All costs are in 2023 dollars not accounting for inflation.

SHORT-TERM FUNDING PLAN

There are two primary funding sources that will be needed to implement the short-term (five-year) priority projects from the 20-year CIP. Most of the funding is proposed from a future bond measure, with park SDCs providing the second largest resource. SDC eligibility depends on the project type as listed in the CIP. Generally, projects that add park and recreation capacity are SDC eligible. The remaining resources include grants, donations, and other sources. Table 5-7 summarizes the funding resources and proposed amounts to support priority projects.

TABLE 5-7: SHORT-TERM FUNDING PLAN

Resource	Estimated Amount	Assumptions
Park bond	\$9,463,500	Assumes a percentage of total parks bond value.
Park SDCs	\$6,039,818	Assumes an increase in current rate and includes commercial development, based on current LOS. ¹
Grants	\$210,000	Assumes the same average annual revenues as seen between 2015 and 2024.
Donations	\$65,000	
Interest & other	\$105,000	
Total Estimated Resources	\$15,883,318	

Source: MIG and CAI. Amount is based on SDC eligible projects. The total anticipated SDC revenue from the CIP is greater than the anticipated revenue from eligible projects in the short-term project list. However, the surplus is not transferable to non-SDC eligible projects in the short-term project list.

PRIORITIZATION CRITERIA

Capitalizing on existing resources and maximizing efficiencies are not enough to build and maintain McMinnville’s future park and recreation system. Achieving the community’s expectations of a clean, safe, and welcoming park system will require substantial funding beyond the resources the City currently invests in parks, facilities, and programs. The planning team relied on feedback from the project prioritization activities taking place to help identify the short-term, 5-year project list.

To assist the City in focusing on future projects, partnership opportunities,

or community requests, the following presents a two-step evaluation process for prioritizing capital projects. Staff should use this to work collaboratively with elected and appointed officials and the community to finalize the prioritization and completion of park improvement projects paid for through available funding.

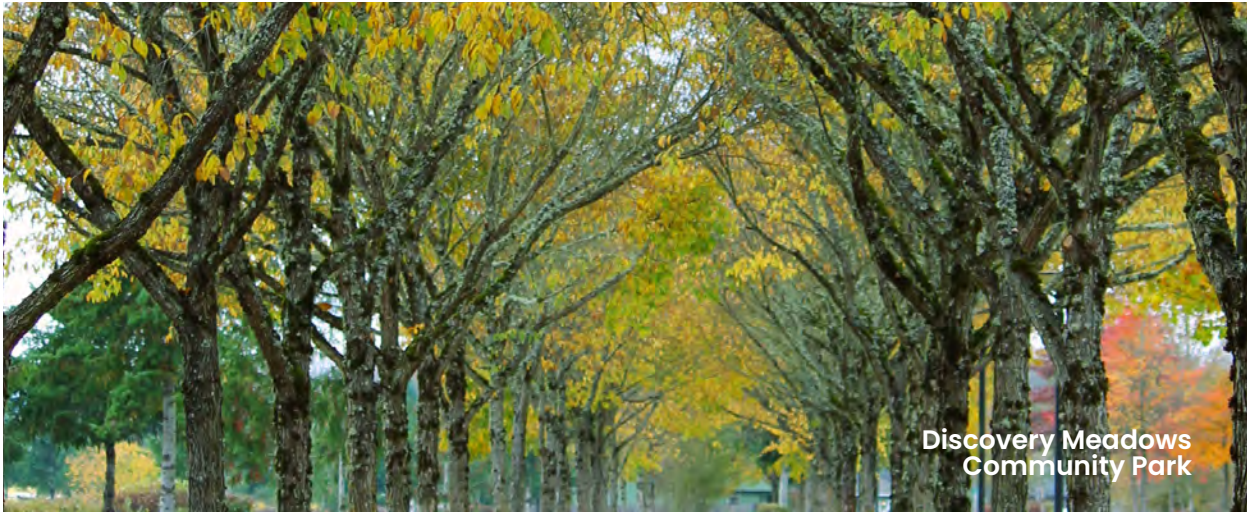
This evaluation framework may also be used to sequence capital projects in annual capital improvement planning and budgeting. Projects that are aligned with multiple goals are important. However, projects that meet multiple criteria in Step 2 should be implemented more quickly.

STEP 1: How well does a proposed project address the community identified PROS Plan goals?

- **Ensure equitable park access:** Does the project serve underrepresented groups or underserved geographic areas to balance park access and provide equitable opportunities for all?
- **Support community cohesion:** Does the project provide opportunities for social gatherings, empower residents in decision-making, and build long-term support for the system by strengthening partnerships?
- **Provide a welcoming system:** Would the project serve to strengthen McMinnville's different age groups, incomes, and backgrounds?
- **Provide safe and clean parks:** Would the project result in an increase in user safety or provide an overall improvement to the look and feel of an existing park or facility?
- **Support diverse recreation opportunities:** Does the project provide something unique to the park system, or add an improvement that doesn't exist in a nearby park?
- **Create and preserve nature:** Does the project protect natural resources, wildlife habitats, and tree canopy while fostering environmental stewardship and expanded water access, educational opportunities, and ways to experience nature?
- **Create an interconnected trail and street system:** Does the project make a key connection or expand the greenway and trail system to ensure more residents have safe ways to get to parks and recreation facilities?

STEP 2: How well does a proposed project address community values and maximize city resources?

- **Safety and Use:** Does the project improve safety or restore/enhance uses?
- **Resource Availability:** Does the project use or leverage available resources (staffing, funding, grants, partnerships, equipment)?
- **Cost Savings:** Does the project reduce costs, increase revenues, increase sustainability, or increase maintenance and operational efficiencies?
- **Critical Path:** Will the project be a key step towards bringing capital and needed partners to the table for additional improvements?
- **Ease of Implementation:** Can the project be done quickly and easily (e.g., advanced planning, feasibility studies, and permitting have been completed)?
- **Existing Opportunity:** Can the project be implemented using existing park space or available public space (e.g., property already acquired, vacant lands, existing rights of way)?
- **Value:** Does the project deliver high value for the cost or resources needed, relative to other projects?
- **City Priority:** Does the project coincide with or support another City project or City Council initiative?
- **Community Priority:** Does the project repair or renovate a high-use, popular park/facility or address top community needs?
- **Multiple Benefits:** Does the project benefit a large number of people and/or support multiple or flexible uses? Does it further climate action planning or natural disaster mitigation/awareness?



IMPLEMENTATION STEPS

The City will need to pursue a multi-step strategy to fund the short-term project list, and eventually further prioritize and implement remaining projects and future parks and facilities identified in the CIP. Following updates to the park system development charge which will increase at some level above the current rate, the City should continue pursuing a strategy to build community support for future initiatives, notably a capital bond measure.

1. Building community support: Some new mechanisms to fund public improvements will require the will of voters. It will be important to employ public input, education, outreach, and polling before any specific funding mechanism is attempted. This Plan and the vision expressed by the community of McMinnville should be used as the basis for building support.

2. Leveraging new and existing partnerships: Partnerships and agreements between the City and other local serving agencies and private and institutional organizations increase the City's capacity to implement this Plan. Staff resources and technical expertise should be dedicated to continue

building and maintaining relationships, to coordinate with partners and volunteers, write grant applications, and cultivate sponsorships and donations to support the park and recreation system.

3. Using equity as a lens to monitor and update the Plan: It will be important to check in with the community and validate or adjust the Plan for any major shifts in priorities or project opportunities, focusing on progress towards identified gaps in the system. The five-year period defined by priority project list presents a good time for this check-in, with a recommended Plan update within about ten years. Following the adoption of this Plan, the City could develop a work plan. This work plan can be revisited biannually, ahead of the budgeting process, to reevaluate progress and priorities (making use of the prioritization criteria and other decision-making tools) and adjust for new opportunities.

4. Pursuing a variety of funding sources for long-term implementation: The City will need increased capital and operations funding based on the total cost to implement this Plan. The next page provides a summary of some of the most available and suitable options.

CAPITAL FUNDING

- **General obligation bond:** McMinnville already passed a successful bond measure following adoption of the 1999 Plan. These are voter approved bonds paid off by an assessment placed on real property. The money may only be used for capital improvements. This property tax is levied for a specified period (typically 15–20 years) and requires a simple majority voter approval.
- **Oregon State Park Grants:** The largest funding source for park and recreation projects are competitive grants from Oregon State Parks. Two of the most popular sources include the Land and Water Conservation Fund and Local Government grant programs.
- **Community Development Block Grants (CDBG):** These grants from the Federal Department of Housing and Urban Development are available for a wide variety of projects. Most are used for projects in lower income areas of the community because of funding rules.
- **Private Grants and Foundations:** Private corporations and foundations provide money for a wide range of projects, targeted to the organizations’ mission. Some foundations do not provide grants to governments but will often grant to partner organizations. Private grants can be difficult to secure because of the open competition and the up-front investment in research and relationship building.
- **Donations:** The donation of labor, land, or cash by service agencies, private groups, or individuals is a popular way to raise small amounts of money for specific projects.



OPERATIONS AND MAINTENANCE FUNDING

- Local-option Levy:** Decided by voters, a local-option levy raises funding for park operations, maintenance, and restoration through an increase in property taxes. At the time of development of this Plan, the City's current tax rate is nearly reached the maximum allowed under state law (assuming all full permanent rates are applied). Therefore, a local option levy is not practically available to aid in parks operations, maintenance, restoration, parks related education, volunteer programs, or other similar activities without structural changes to Oregon's property tax limits.
- Service Fees:** Parks and recreation generate some revenue through charges for services. The City may consider increasing parks and recreation facility use fees to generate additional revenue to support parks operations and maintenance. The City could consider implementing an annual index to increase parks fees or may adopt an appropriate increase consistent with facility use fees in other surrounding cities and market rates.
- Utility Fee for Parks:** A park utility fee creates dedicated funds to help offset the cost of park maintenance. Most City residents pay water and sewer utility fees. Park utility fees apply the same concepts to city parks, and a fee can be assessed to all businesses and households.
- Concession Fees:** As the City develops parks and facilities, the City may consider forming public-private partnerships with vendors to provide services within these parks, including selling concessions or renting equipment. The City may enter into these agreements and include a concession fee for vendors. The revenue generated by these concession fees depends on the number of concessionaires that the City works with as well as demand for these concessions as parks are developed.



Airport Park



City of McMinnville

PARKS & RECREATION





Above: Kiwanis Park



APPENDIX A

PARK AND RECREATION FACILITY INVENTORY

Appendix A: Park and Recreation Facility Inventory

Parks	Acres	Bathrooms	Playgrounds	Paved Path (miles)	Soft Trail (miles)	Benches	Picnic Tables	Group Picnic Area	Cook Shelter	Drinking Fountains	Softball/Baseball/T-ball Field	Soccer Field	Basketball Hoop	Tennis Court	Pickleball Court	Skateboard Park	Dog Waste Stations	Pole Lights	Bollards	Trash Cans	Parking Lot Spaces	Irrigation System (Zones)	Other	
Neighborhood Parks																								
Chegwyn Farms	3.9	1	1	0.5		7	9	1		1			1				4		3	6		27		
Jay Pearson Park	2.9	1	1	0.3		3	6	1		1									1	3		23	Barrier Free Playground	
Thompson Park	2.3	1	1	0.3		6	7	1		1		2						1	1	4	4	15	Horseshoe Courts	
West Hills Park	7.8		1	0.9		10	3			1							5			4	6	63	Detention pond	
Subtotal	16.9	3	4	2	0	26	25	3	0	4	0	0	3	0	0	0	9	1	5	17	10	128		
Parkettes																								
Bend-o-River	0.3		1	0.1		3							1								2		7	
Greenbriar	0.2																						1	
Kingwood	0.6		1	0.0									1								1		1	
North Evans	0.3		1	0.0		2											1				1		3	
Taylor	0.3		1	0.0		1	1														2		3	Chess/Checkers Tables
Village Mill	0.5																							
Subtotal	2.3	0	4	0	0	6	1	0	0	0	0	0	2	0	0	0	1	0	0	6	0	15		
Community Parks																								
City Park	16.2	1	2	0.8	0.3	10	20	1	1	3				2	6			45	1	25	76	39	Creek, Fountain, Bridge	
Joe Dancer Park	104.7		1	1.0	1.2	30	6			5	11	12	1			1	2	11	4	42	538	181	Wetlands, Soccer Kicking Wall	
Discovery Meadows	21.4	1	1	1.0	1.0	67	26	2	1	4	1		4			1	5	43	6	20	82	119	Splash Pad, Wetlands	
Wortman Park	21.5	2	2	2.0		10	25	4	1	4	1						3	5	1	26	93	8	Disk Golf, Creek, Bridge	
Subtotal	163.7	4	6	4.8	2.5	117	77	7	3	16	13	12	5	2	6	2	10	104	12	113	789	347		
Special Use Parks																								
Riverside Drive Dog Park	3.6			0.3		2															20	20		
Subtotal	3.6	0	0	0.3	0	2	0	0	0	0	0	0	0	0	0	0	7	0	0	0	20	20		
Linear/Trail Parks																								
West McMinnville Linear Path																								
Ash Meadows	1.3			0.1		1												6		1		6	Creek	
Goucher St. Pathway	1.7			0.4		2											2	11		4		12		
James Addition	1.3		1	0.1		3											1	5		2		9	Creek	
Jandina	2.6			0.2		2						1					1	4		1		3		
Jandina III	2.1			0.1		2											1	7		2		17	Creek	
West McMinnville Linear Park	0.2																							
Westvale	4.5			0.3		3											1	6		2		11		
BPA Path (paved)																								
BPA Pathway I (2nd Street to Wallace)	2.8			0.6		5											4	20	8	6		25		
BPA Pathway II (Wallace to 23rd)	4.1			0.5		6											7	28	7	7		31	Bridge	
Roma Sitton (23rd to Baker Creek Road)	1.7			0.1		2											1		1	1		9		
BPA North (Baker Creek Road to chip path)	1.3																							
North McMinnville Trail																								
Baker Creek North - Parcel D	14.9			0.2	0.4																			
Oak Ridge Meadows	5.4				0.4																			
Subtotal	43.8	0	1	2.7	0.8	26	0	0	0	0	0	0	1	0	0	0	18	87	16	26	0	123		
Total Developed	230.3	7	15	10	3	175	103	10	3	20	13	12	11	2	6	2	38	192	33	162	799	613		

Appendix A: Park and Recreation Facility Inventory

Natural Areas																						
Developed Natural Area																						
Airport Park	12.1				1.5	4	11									1	1		6	12		Creek, 3 Bridges, Mushroom House
Kiwanis Park	4.7			0.3			2								1	1	1	2	12	8		Bridge
Tice Woods - Rotary Nature Preserve	32.8	1		0.2	1.0	2												1	16	7		Pond, 2 Kiosks, Boardwalks, Bridges
Undeveloped Natural Area																						
Angela Court	2.3																					
Ashwood Derby	0.3																					
Barber	11.8																					
Bennette Addition	0.2																					
Carlson	3.3																					
Creekside Cozine	3.9																					
Creekside Meadows	15.3																					
Crestwood	1.7																					
Dayton	6.8																					
Fir Ridge	0.7																					
Heather Hollow	3.2																				6	
Quarry	11.9																					
Tall Oaks Cozine	12.6																					
Subtotal	123.4	1	0	0	3	6	13	0	0	0	0	0	0	0	0	0	2	2	1	9	40	21
Undeveloped																						
Brookview	0.7																					
Davis Dip	1.6																					
Jay Pearson Park - east side	1.2																					Detention pond
Meadowridge	0.7																					
Subtotal	4.2																					
Combined Total	358.0																					



Above: Thompson Park



APPENDIX B

ONLINE VALUES AND NEEDS SURVEY SUMMARY

Online Values and Needs Survey Summary

McMinnville PROS
Plan Update

Survey Period: Dec 16, 2022 – Feb 5, 2023



Purpose

In Summer 2022, the City of McMinnville began updating its Parks, Recreation, and Open Space Plan to identify community priorities, needs, and recommendations to improve and enhance parks, recreation facilities, trails, programs, events and related services. As part of the planning process the City launched an online survey and invited community members to provide input on their values, parks visitation needs, needed improvements, new park locations, and recreation program usage and desires.

The online survey was available online from December 16, 2022 to February 5, 2023. The survey was promoted by the City of McMinnville through several channels including social media, email newsletters, on the project website, and more (see next page).

The findings are from a broad enough sample that they can help the City identify common themes and needs. All questions were optional. Some questions allowed participants to select two or more answer choices resulting in total counts greater than the number of respondents and total percentages greater than 100%. This summary provides results of the survey.

Promotion

The online survey was shared with the community through several methods in both English and Spanish including:

- Traditional methods:
 - News Register Ads
 - Posted signs, flyers or yard signs at all city facilities (including parks)
 - Sent direct postcards
 - Social media platforms
 - Emails to Parks & Rec patron list
 - Emails to school district households through peachjar
 - Community outreach software iheartmac
 - Radio promotion on MCM Channel 11 and KYLC
 - \$400 visa gift card as an incentive to take the survey
- Promotion through partner and community groups such as:
 - Non-profits
 - Chamber of Commerce, Downtown Association, Visit McMinnville
 - School District, higher education, PTA's
 - Providers that work with or serve community members who have a physical, mental or social disability
 - Sports clubs and groups
 - Service clubs
 - Interest Groups
 - Churches
 - Hispanic/Latinx focused businesses
 - Larger employers
 - Facebook groups
- Events/Meetings and Canvasing:
 - Chamber Greeters event
 - Unidos Resource fairs
 - High school focus group session
 - Dia de los Ninos event
 - Apartment complexes or mobile home parks
 - Businesses along 3rd street and Highway 99

Online Survey Summary: Contents

1. WHO
RESPONDED?

2. VALUES AND
PARK VISITATION

3. PARK
IMPROVEMENTS
AND NEEDS

4. RECREATION
PROGRAMS

1. WHO RESPONDED?



2,338 respondents
In 1.5 months

Residents and Students

People who live in all parts of McMinnville (57% of respondents) and students off all grades/higher education in McMinnville (6% of respondents).

Employees

25% of respondents work in Downtown, at schools, eastern McMinnville businesses, and more.

Mostly Adults Representing Families

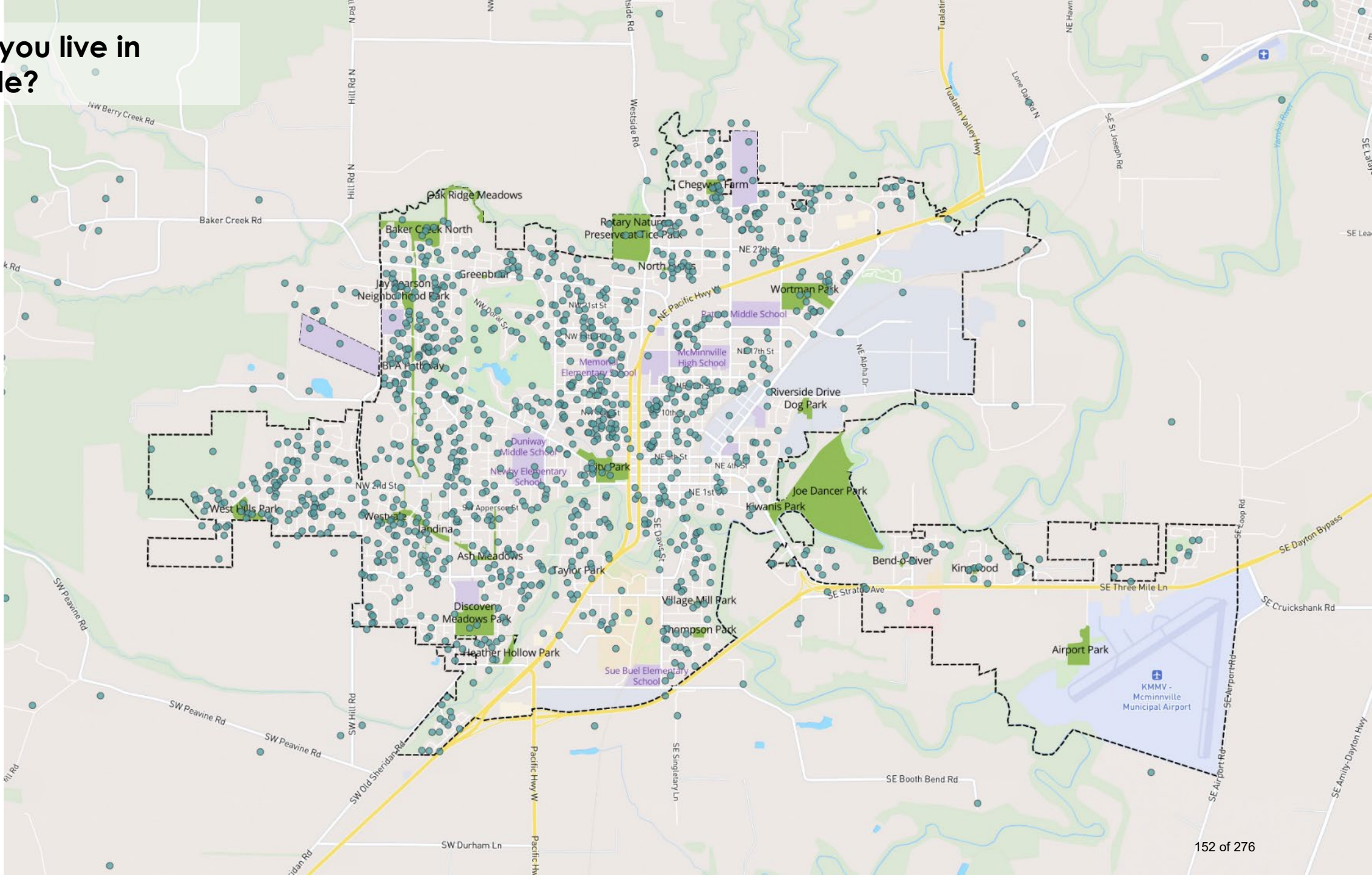
Most participants live with children, teens/tween, and older adults (65+).

Mixed Backgrounds, Languages, Abilities

- About 20% of respondents self-identify as non-White/Caucasian, in alignment with the City as a whole.
- 31 respondents took the survey in Spanish.
- 15% represented someone who has a condition or disability that influences their participation in or access to parks and recreation activities.

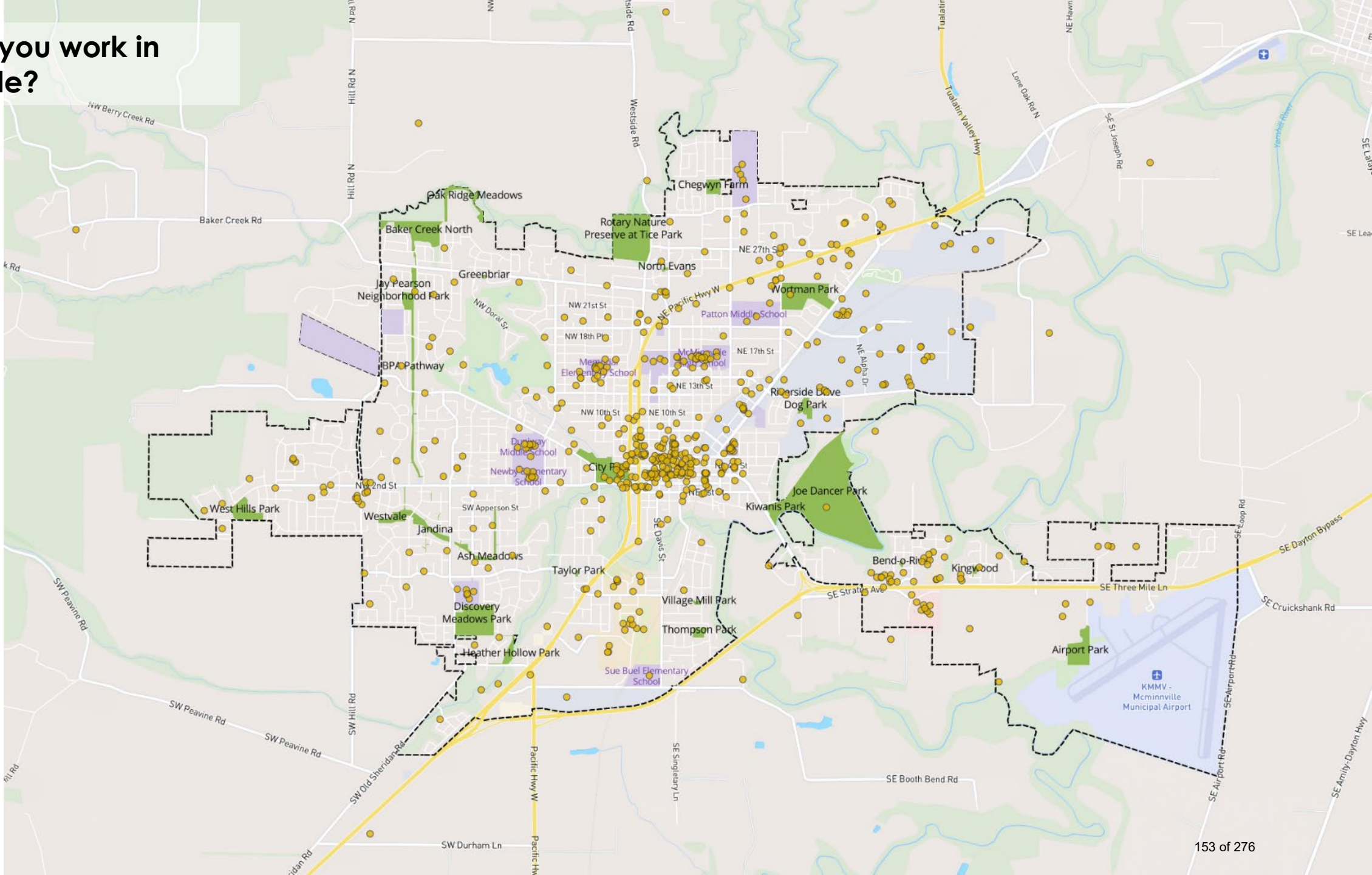
Where do you live in McMinnville?

Responses
1,287

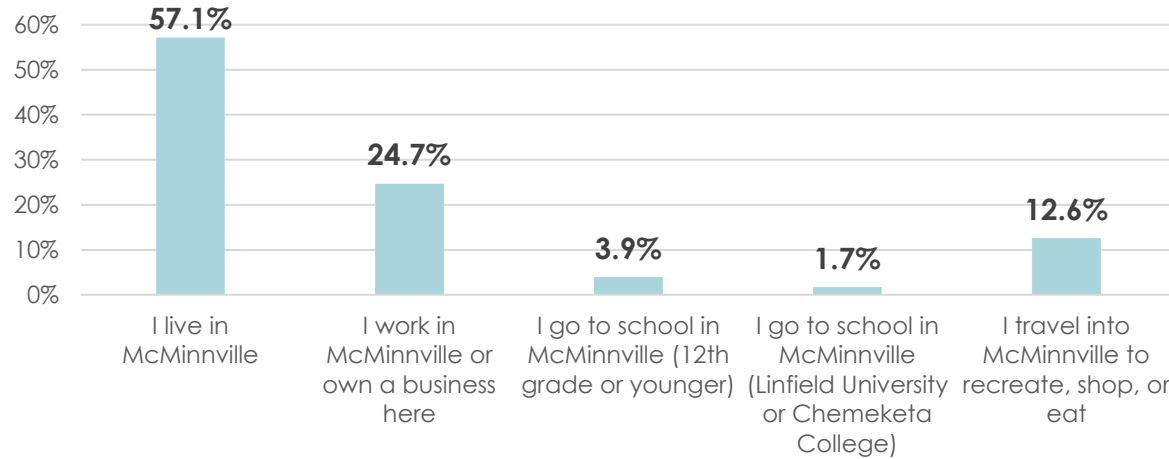


Where do you work in McMinnville?

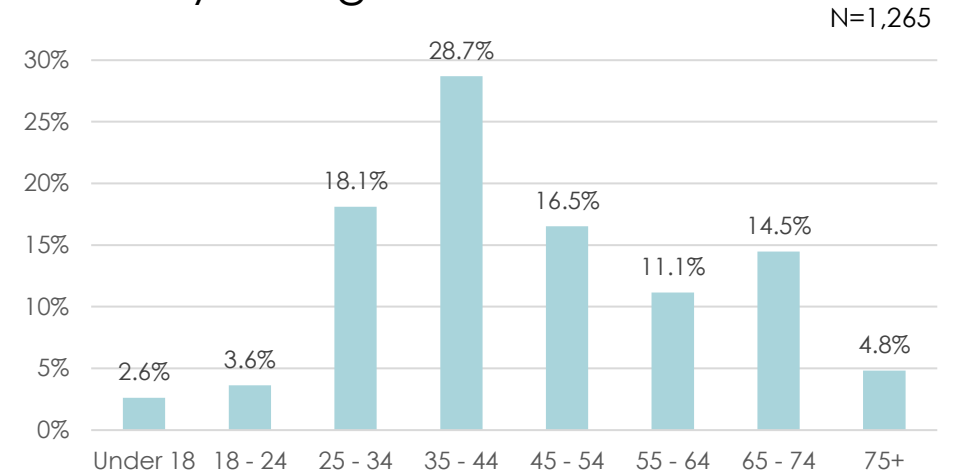
Responses
597



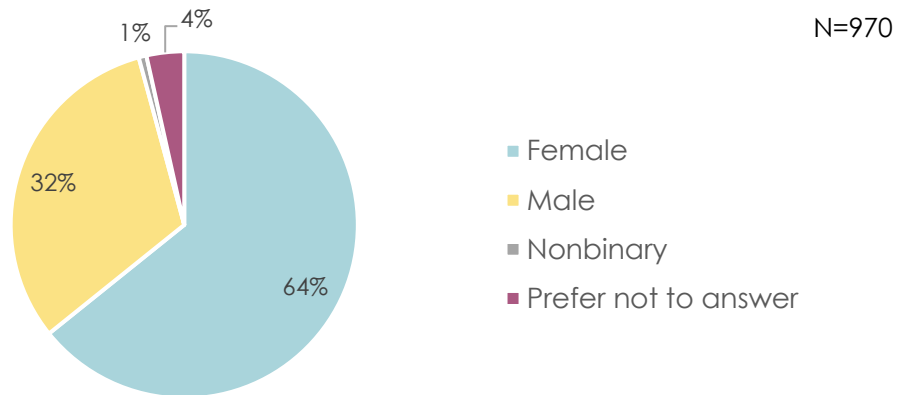
How are you connected to McMinnville?



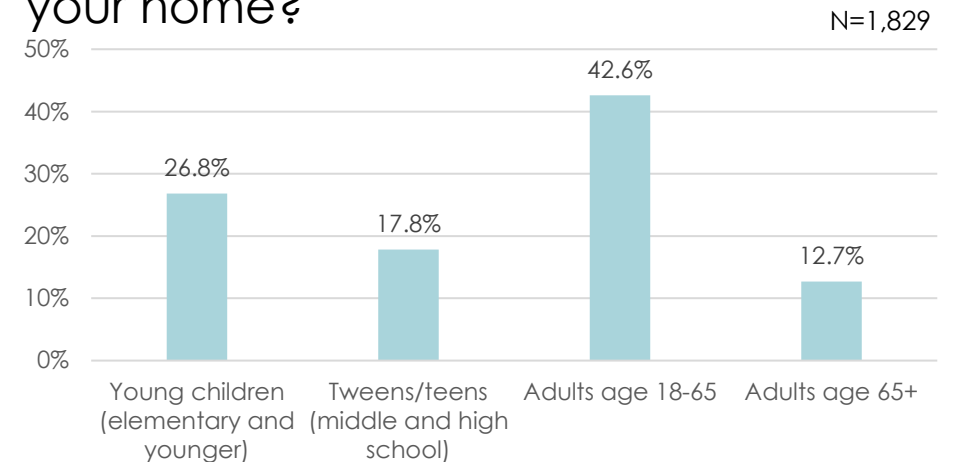
What is your age?



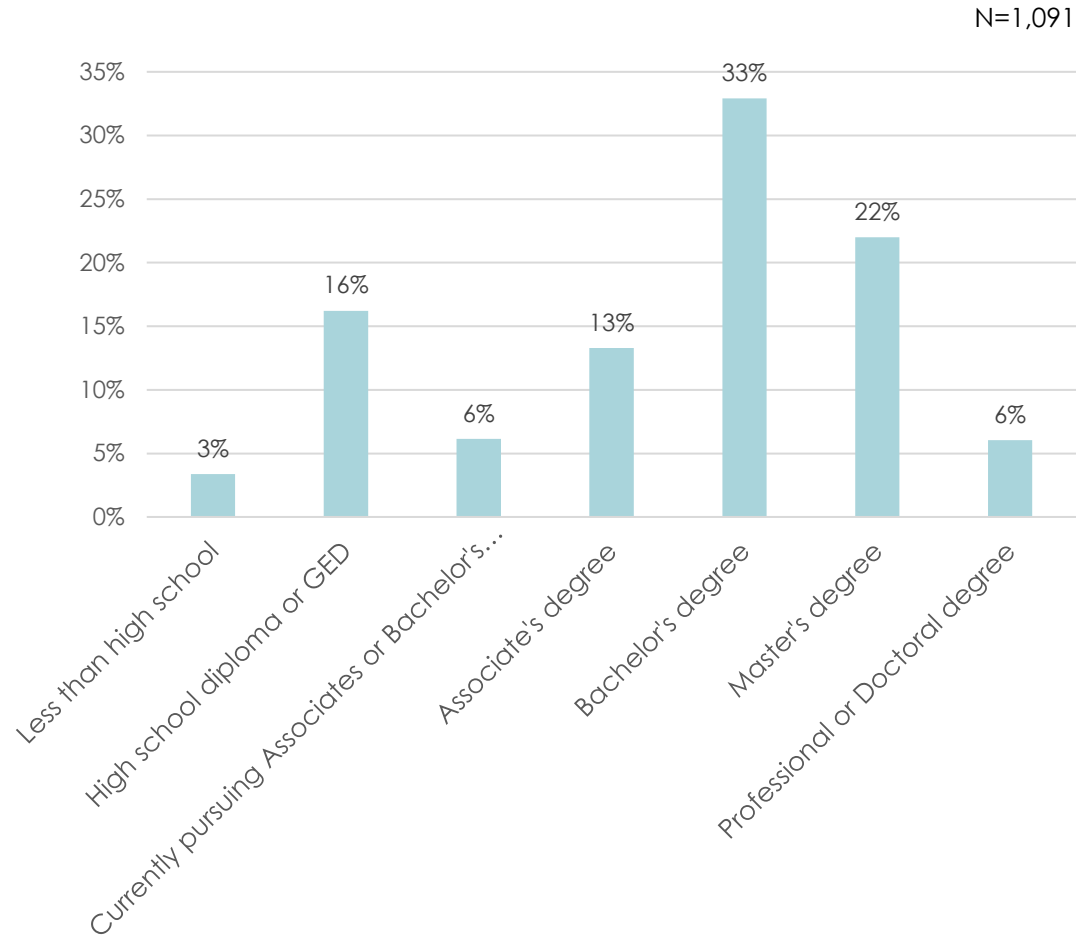
What best describes your gender identity?



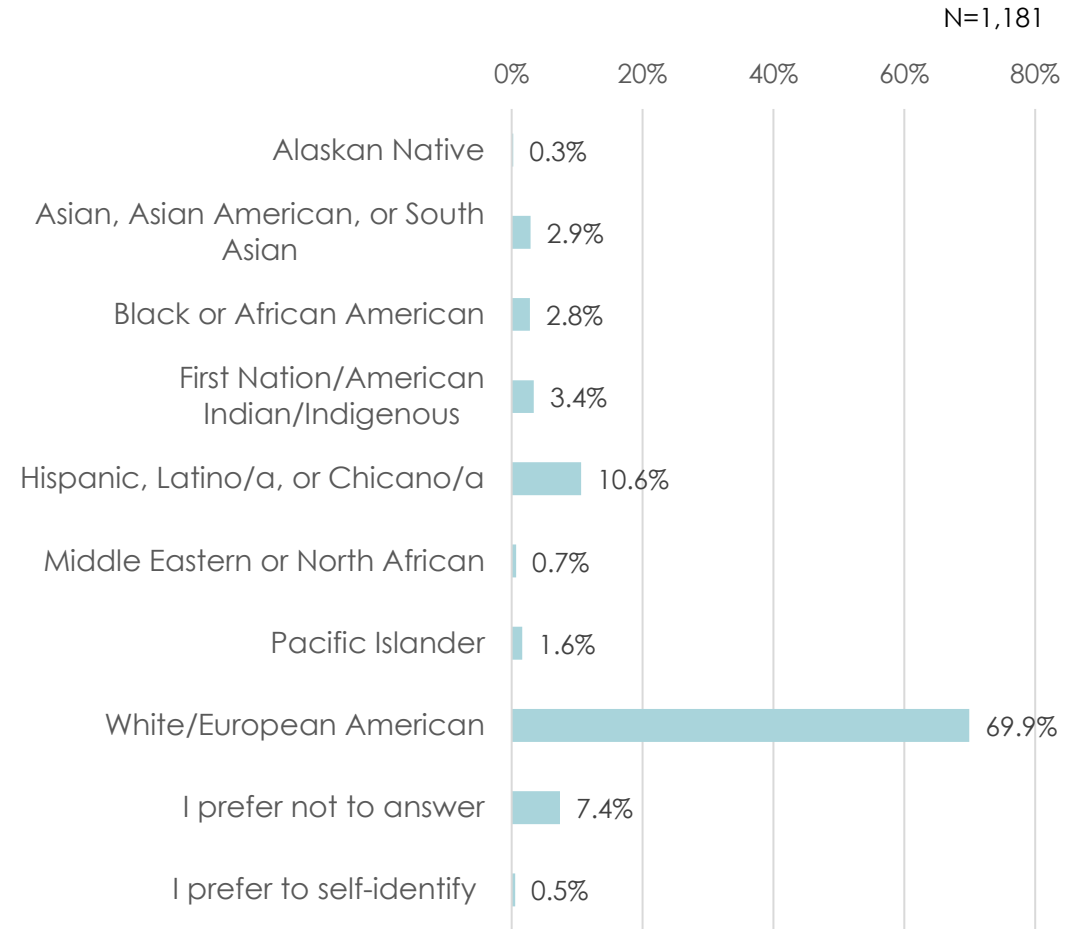
What age are the people who live in your home?



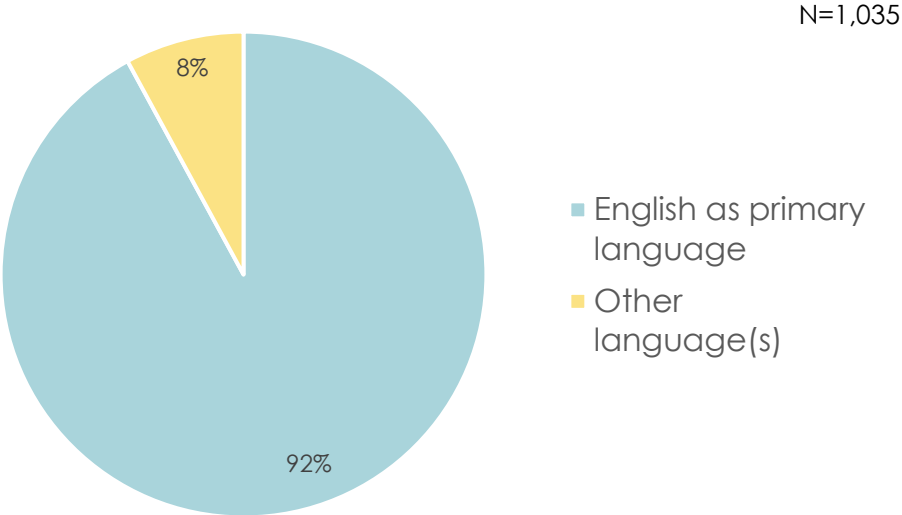
What is the highest degree or level of school you have completed?



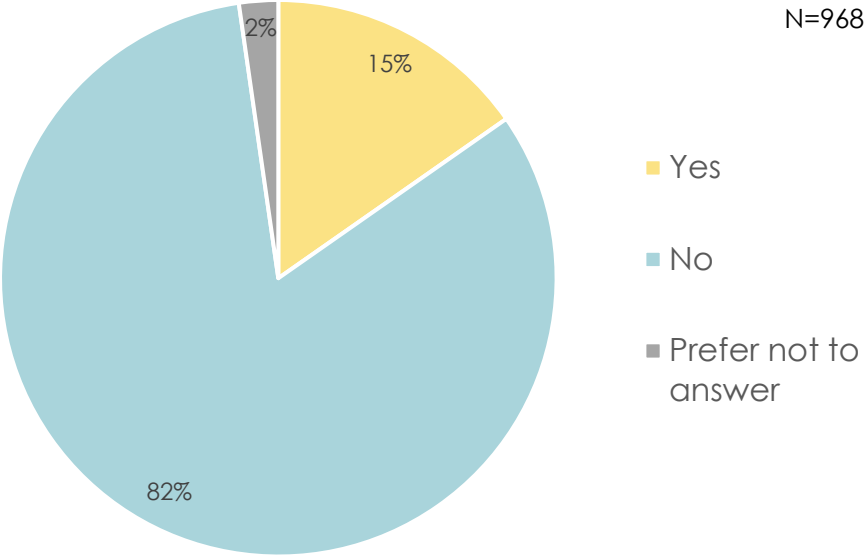
Which of the following most accurately describes your race and ethnic identities?



What language(s) do you speak in your household?



Do you or anyone in your family have a condition or disability that influences your participation in or access to parks and recreation activities?



2. VALUES AND PARK VISITATION

Parks are extremely important

Over 95% of people who chose to take the survey rated parks as important or extremely important.

Parks provide enjoyment

People often visit parks to gather with friends, family, and community; enjoy the outdoors/nature; and to play.

Parks contribute to physical health

People often visit parks to be active/exercise and most like trails for walking/biking.

Parks are a big part of daily life

Over 70% of respondents visit parks weekly or more frequently.

Why do people go to different parks?



Fun or Play

- City Park, Discovery Meadows



Sports or Fitness

- Joe Dancer, City Park



Relaxation

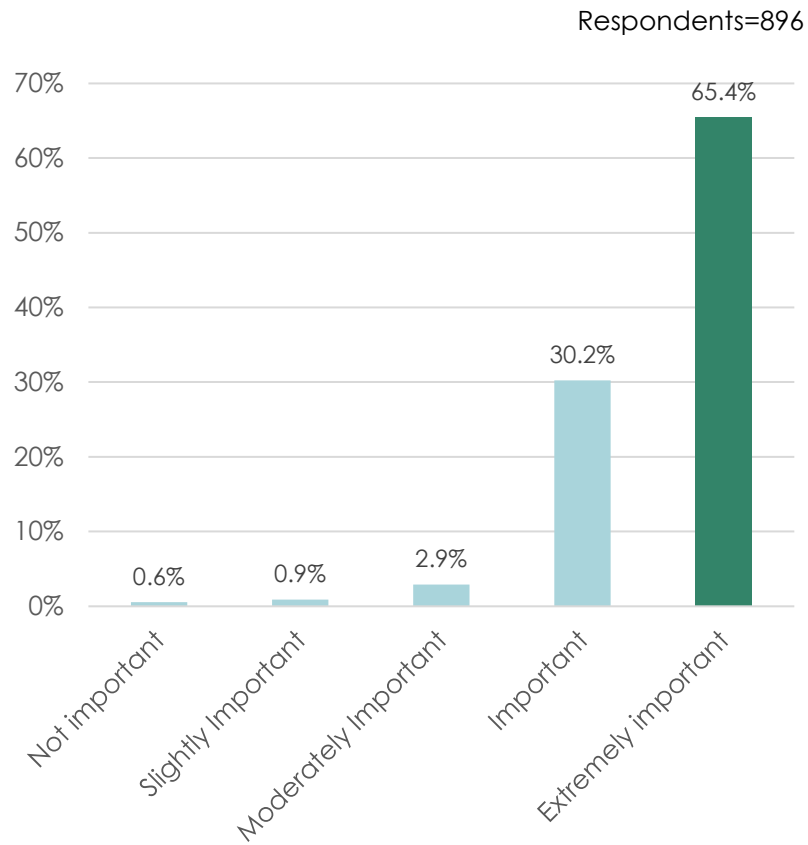
- Rotary Nature Preserve at Tice Park



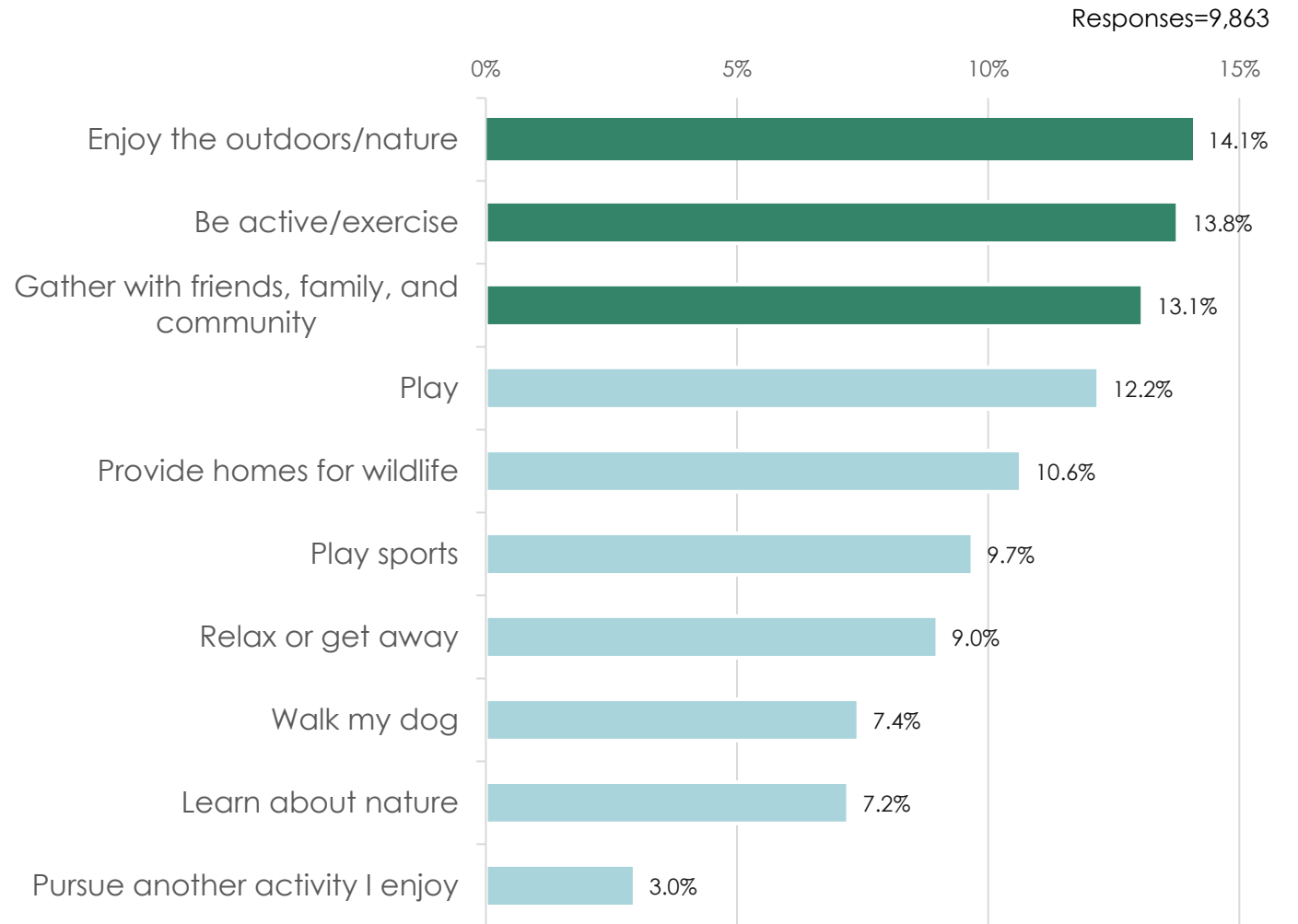
Programs or Events

- City Park, Joe Dancer

How important are parks and open spaces in your life?

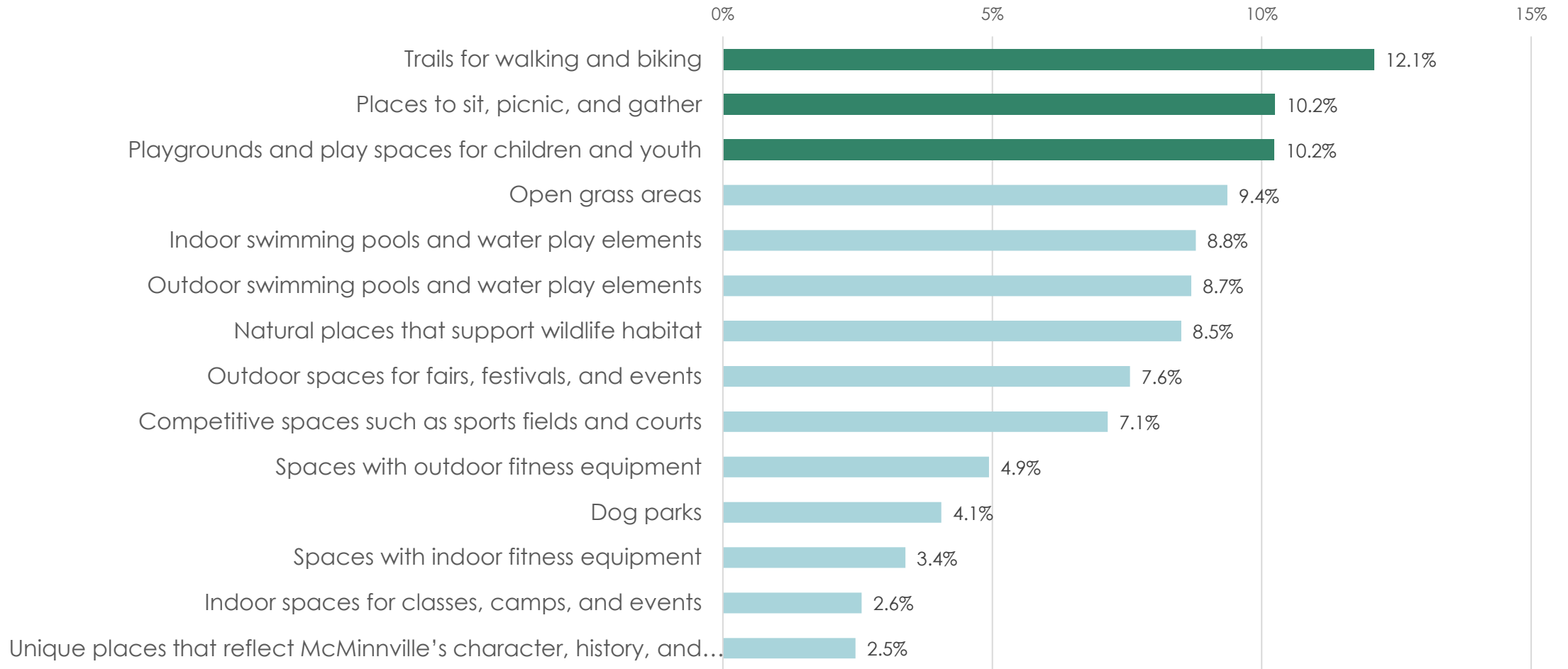


Why are parks and recreation important to you?



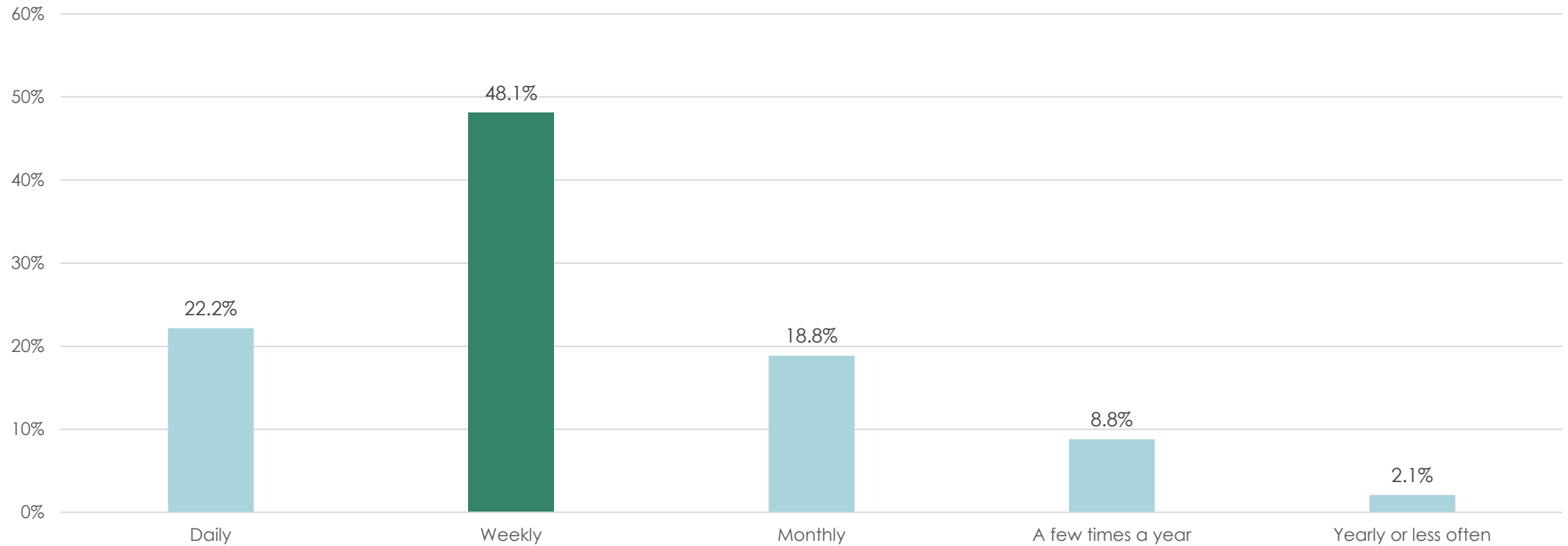
In McMinnville or elsewhere, what do you like most in parks?

Responses=7,029



How often do you or your family visit parks or recreational areas in McMinnville?

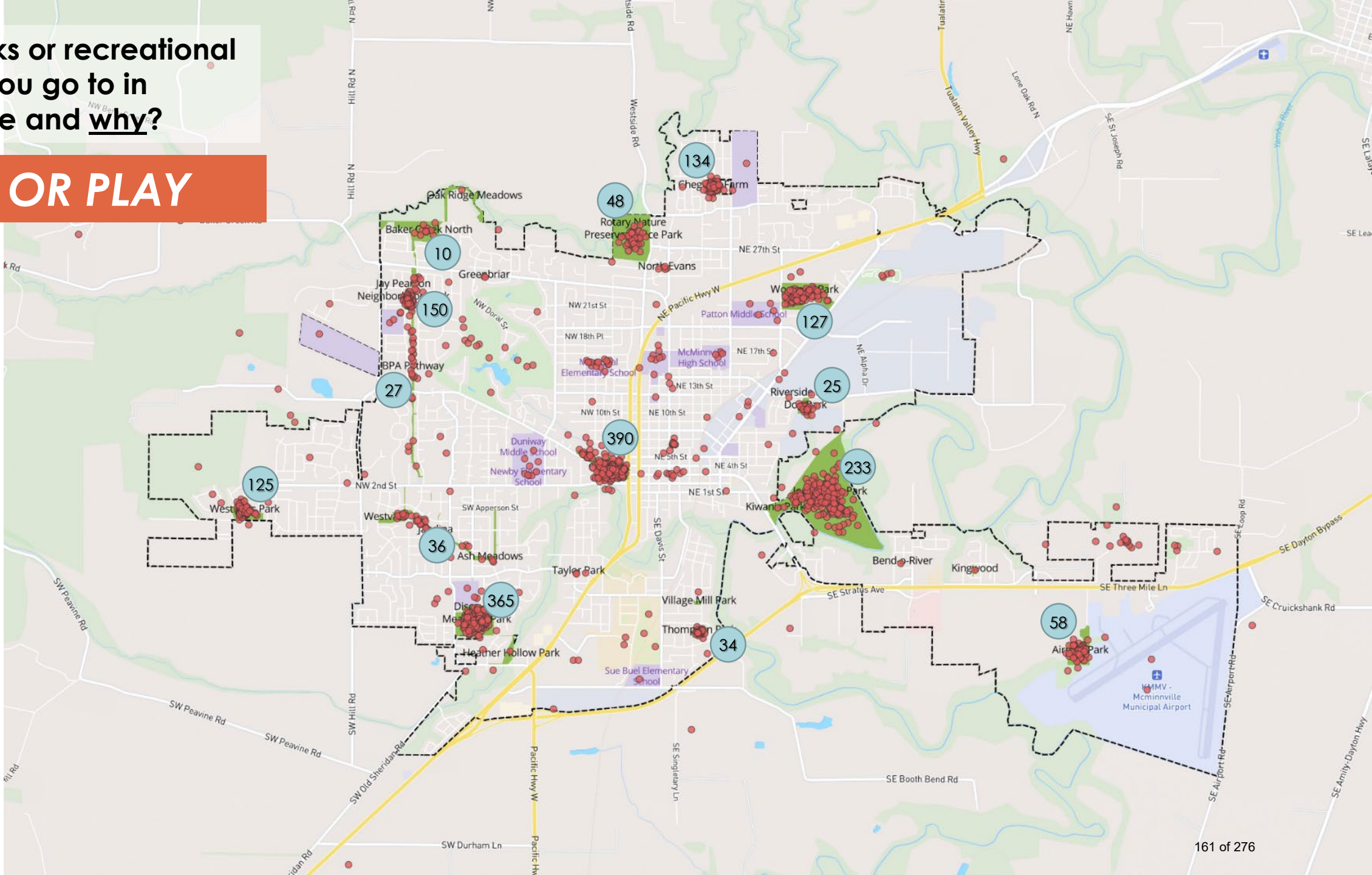
Respondents=1,385



Which parks or recreational areas do you go to in McMinnville and why?

FUN OR PLAY

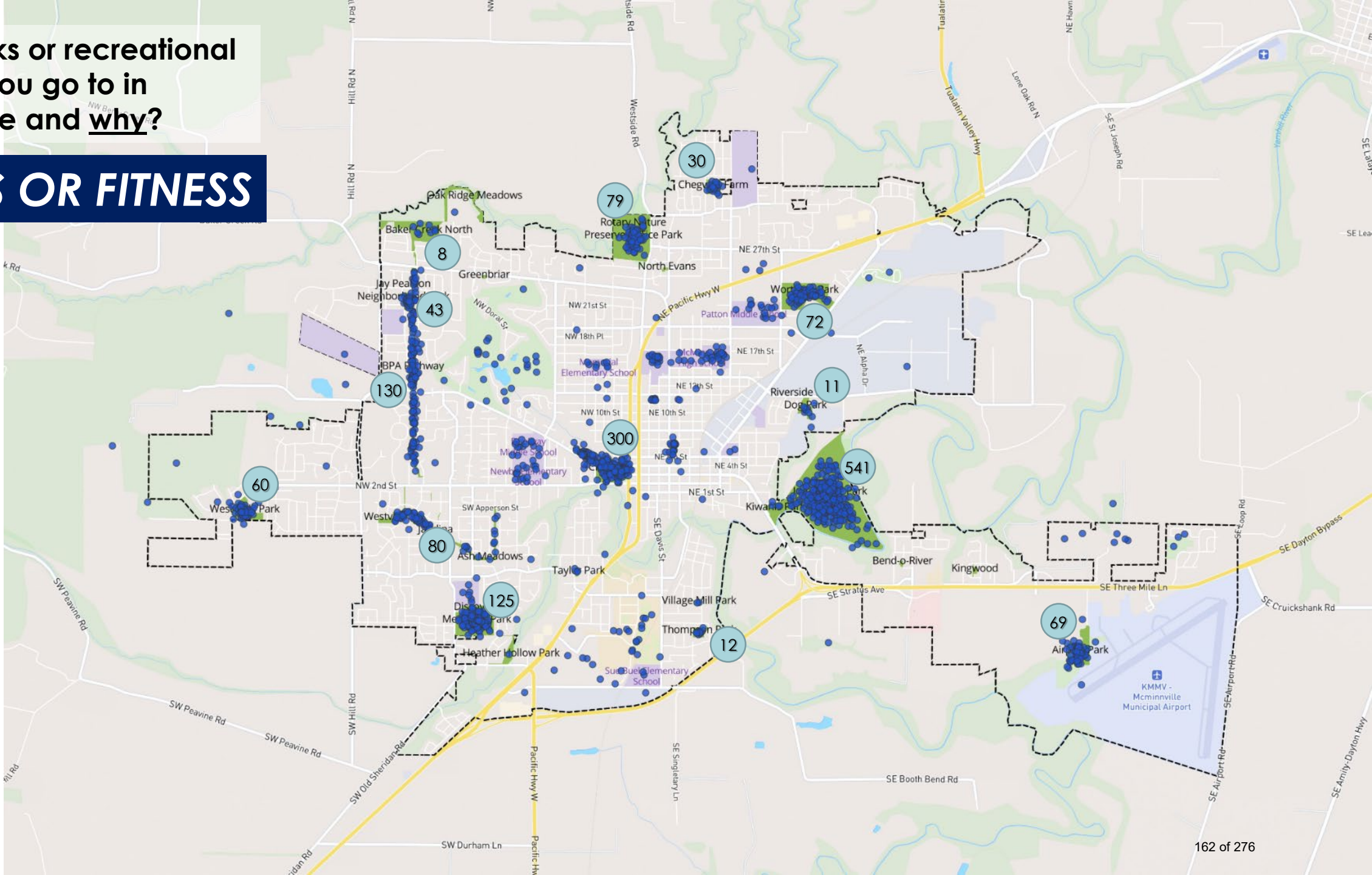
Responses
1,991



Which parks or recreational areas do you go to in McMinnville and why?

SPORTS OR FITNESS

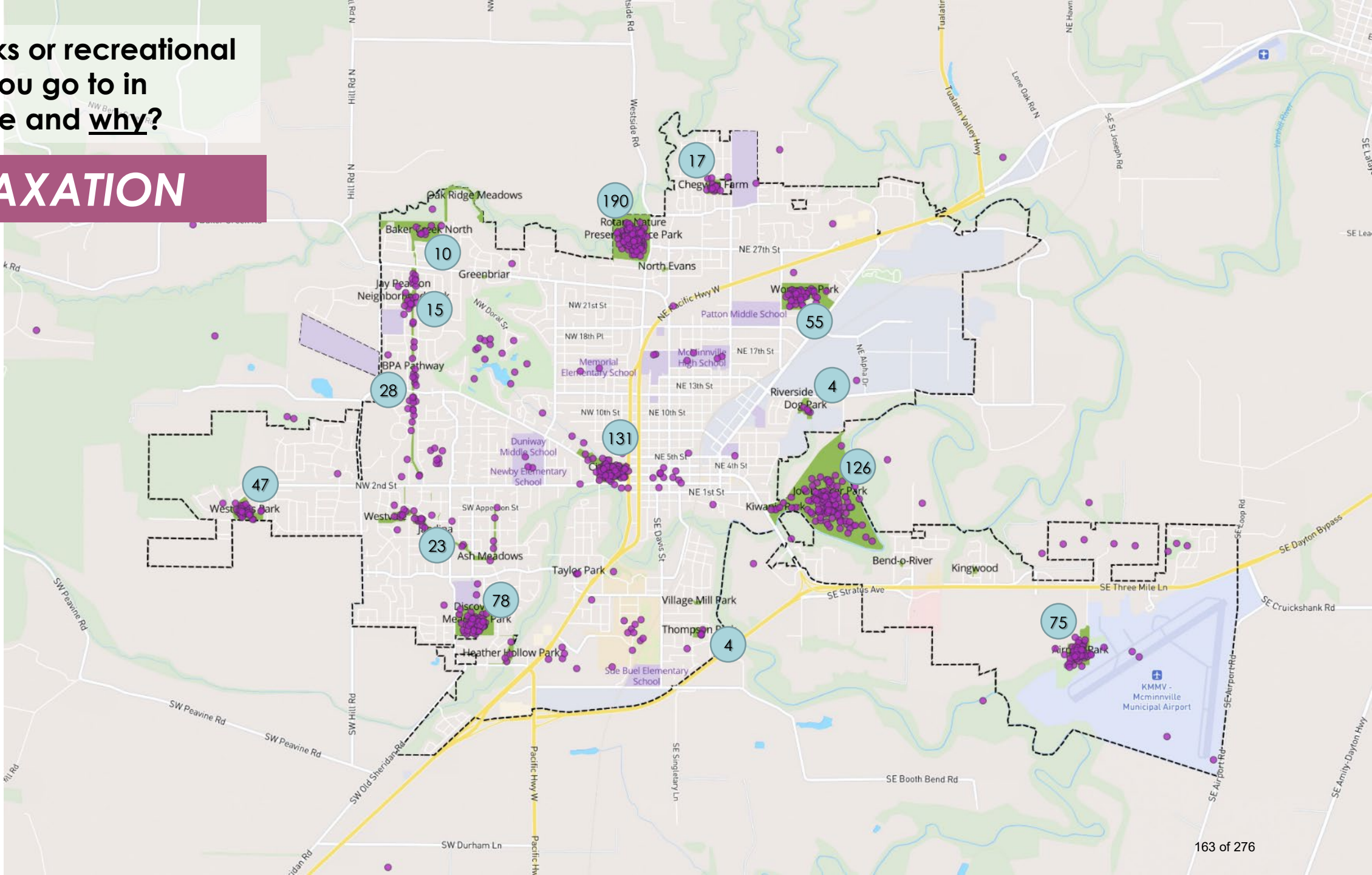
Responses
1,881



Which parks or recreational areas do you go to in McMinnville and why?

RELAXATION

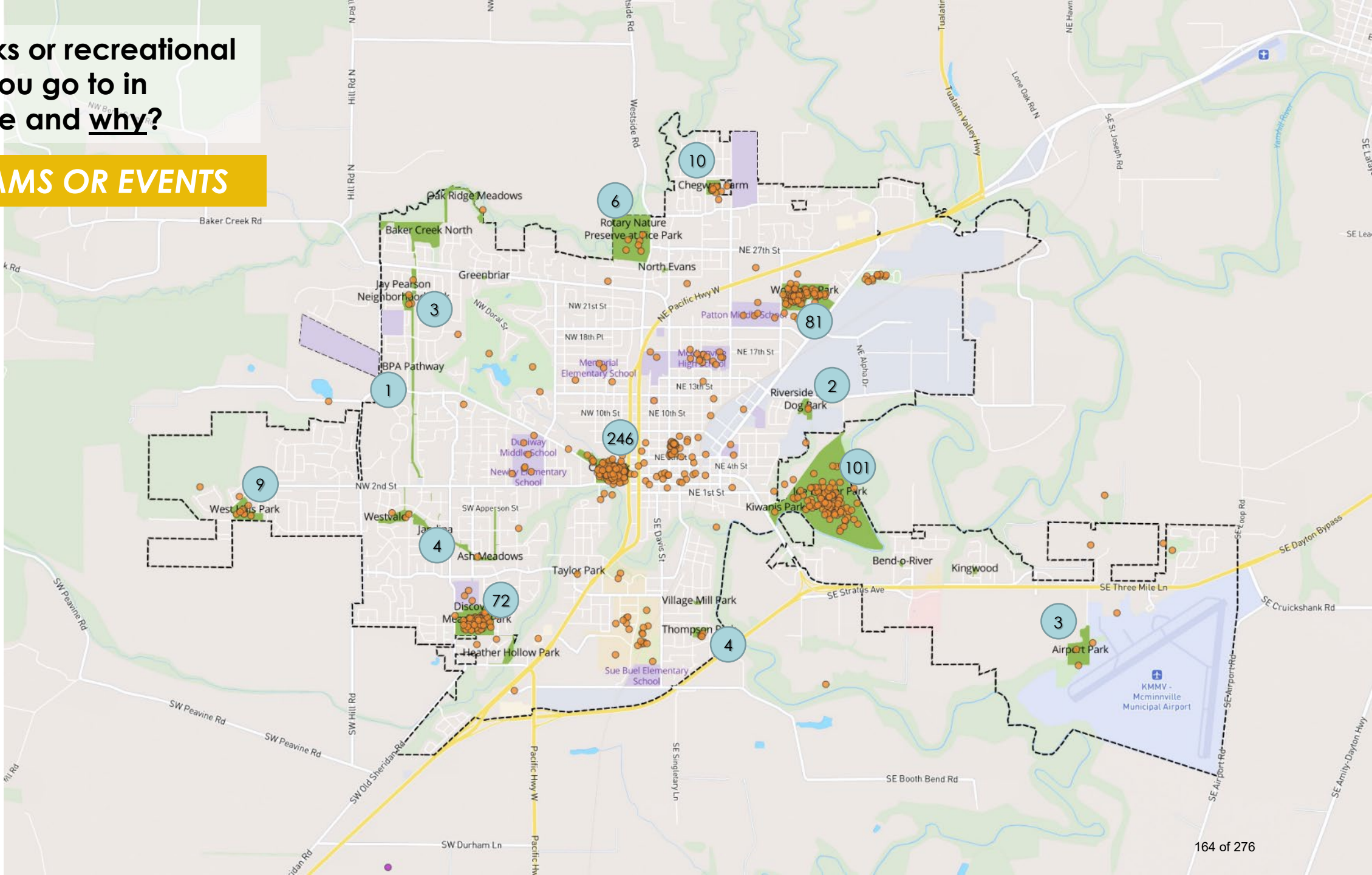
Responses
953



Which parks or recreational areas do you go to in McMinnville and why?

PROGRAMS OR EVENTS

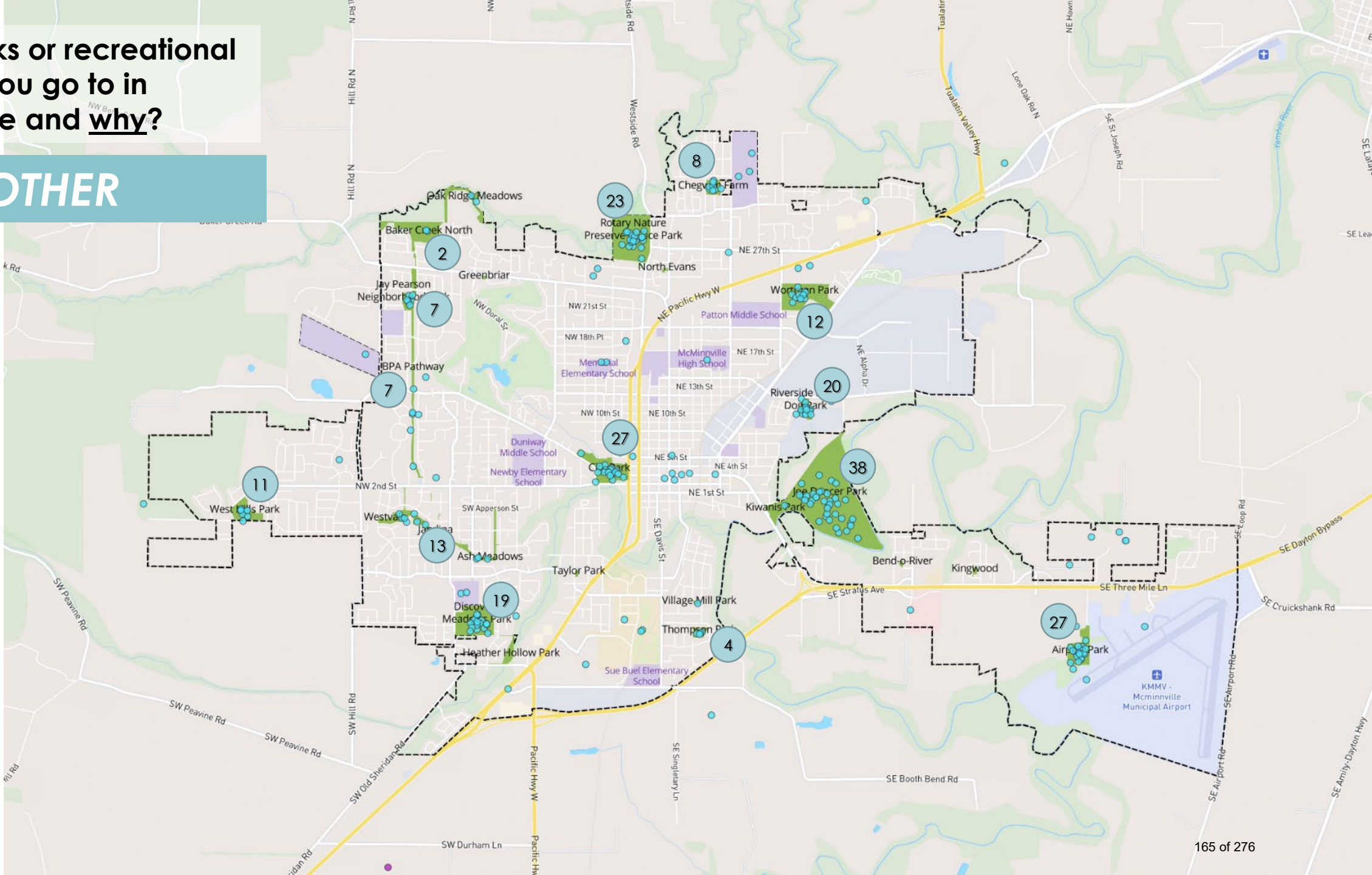
Responses
718



Which parks or recreational areas do you go to in McMinnville and why?

OTHER

Responses
275

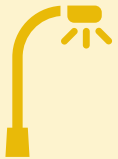


3. PARK IMPROVEMENTS AND NEEDS



Popular parks need the most improvements

City Park and Joe Dancer Park are two which need the most improvements and are also most visited. Wortman Park is less visited but also needs improvements.



Safety and cleanliness are biggest concerns

The open-ended comments can tell use more about what these mean specifically. These are more important than repairs, beautification, and programming.

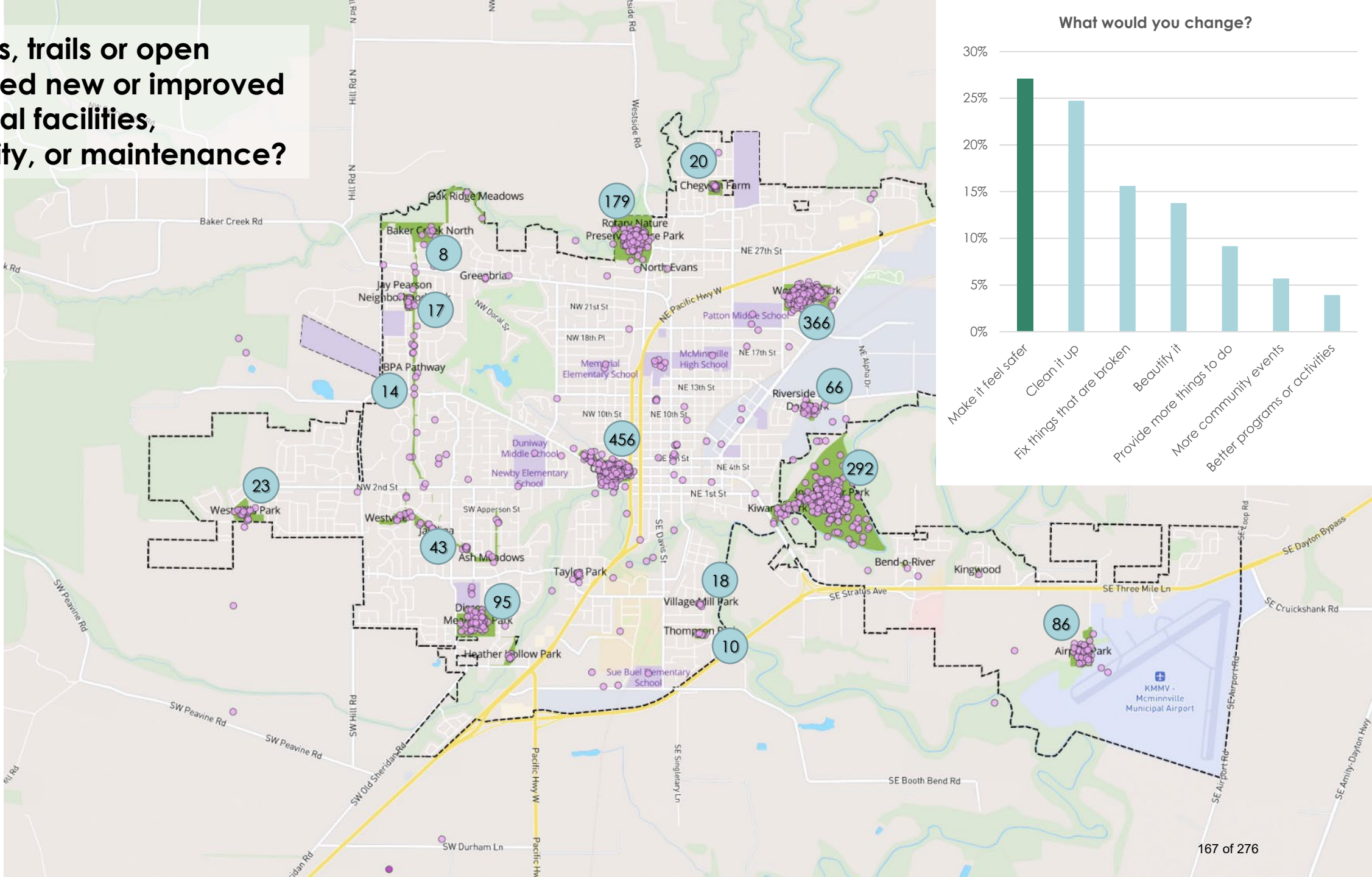


New Parks

Desires for new parks are spread throughout McMinnville and will need to be prioritized based on existing park access gaps.

What parks, trails or open spaces need new or improved recreational facilities, accessibility, or maintenance?

Respondents
1,796

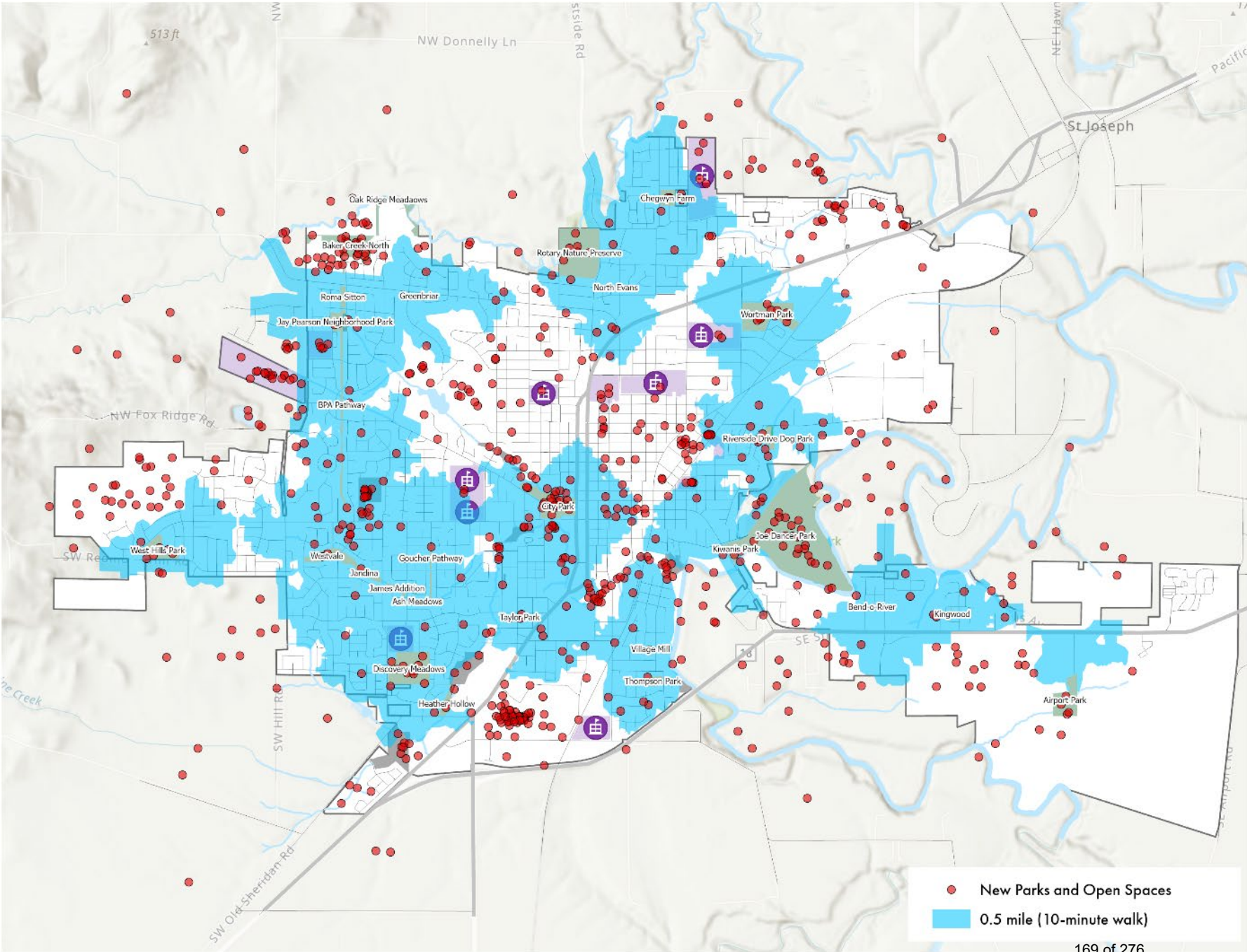


Top Need by Park

Park Name	Clean it up	Provide more things to do	Make it feel safer	Fix things that are broken	Beautify it
Airport Park	X				
BPA Pathway, Roma Sitton		X			
Chegwyn Farms		X			
City Park			X		
Discovery Meadows				X	
Goucher Pathway, Jandina, West McMinnville Linear Park	X			X	
Joe Dancer Park			X		
North Baker		X			X
Riverside Drive Dog Park	X				
Thompson Park		X			
Tice Park			X		
Village Mill Park		X			
West Hills Park		X			
Wortman Park			X		

Where would you like to see new parks and open spaces in McMinnville?

Responses
736



4. RECREATION PROGRAMS

High participation rates

Over 80% of people who chose to take the survey (or their families) participate in recreation programs often or occasionally.

Awareness of offerings

Those who rarely or don't participate cite not knowing about programs, or not knowing about them in time, as the most common reason. Most people hear about programs through the recreation program guide and the City's website.

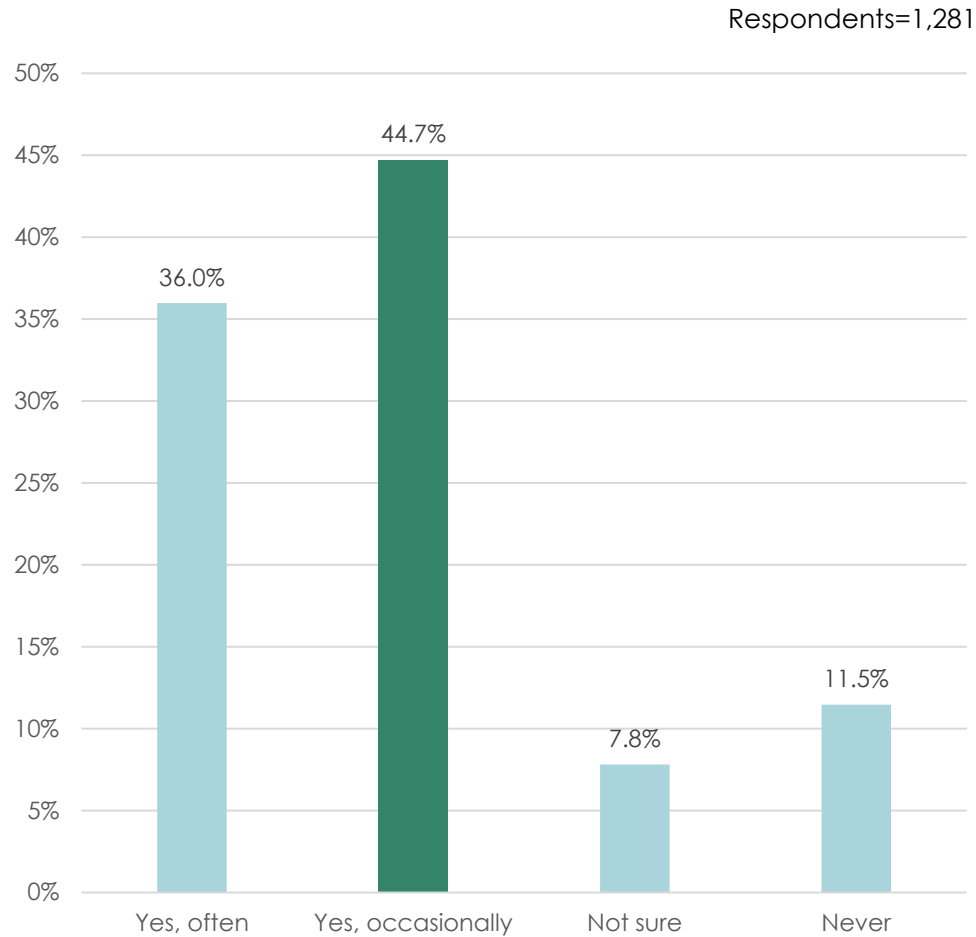
Interest in different/more programs

People would like to see more aquatics programs, adult fitness classes, and community events.

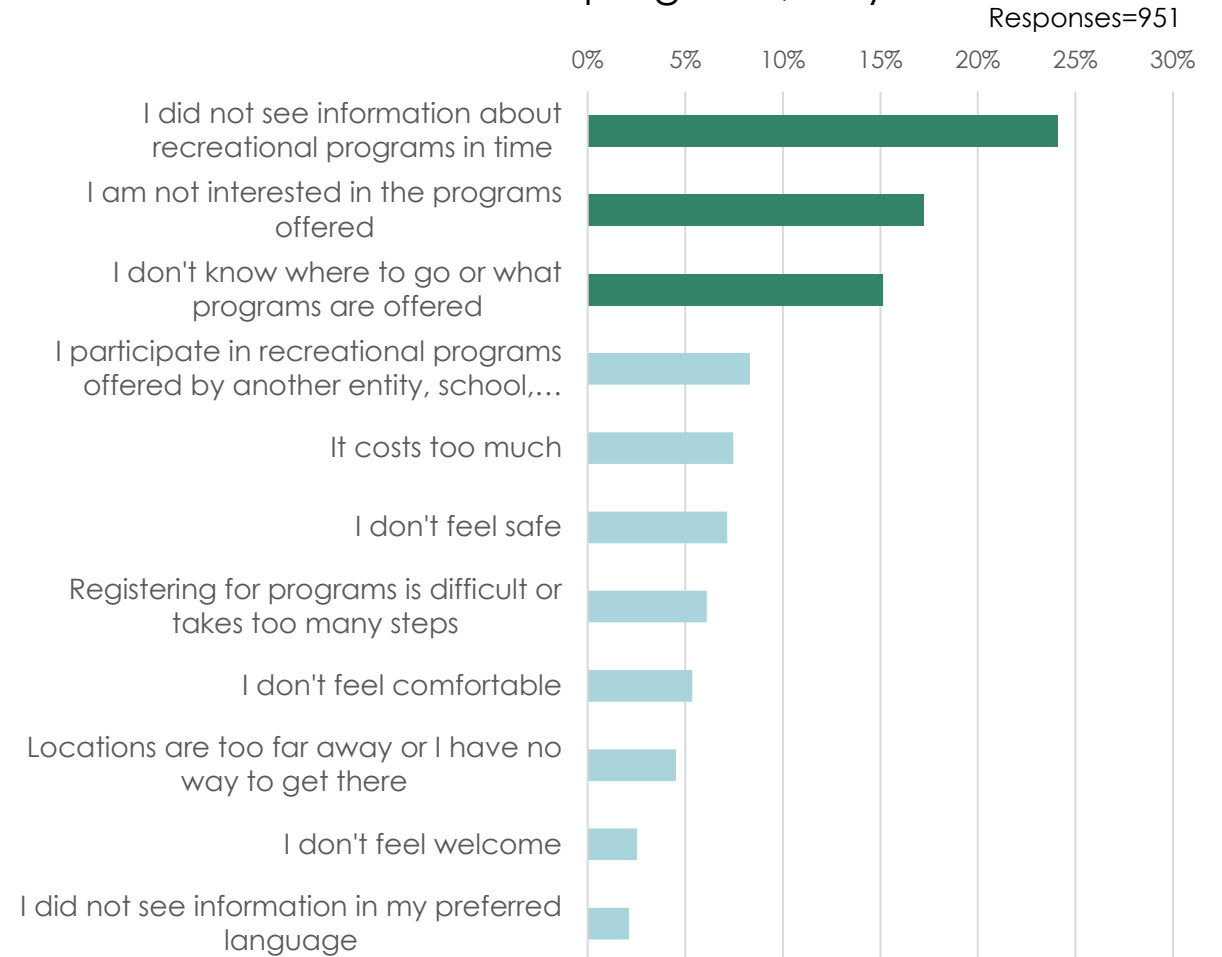


RECREATION PROGRAMS

Have you or your family participated in recreation programs offered by the City of McMinnville before?

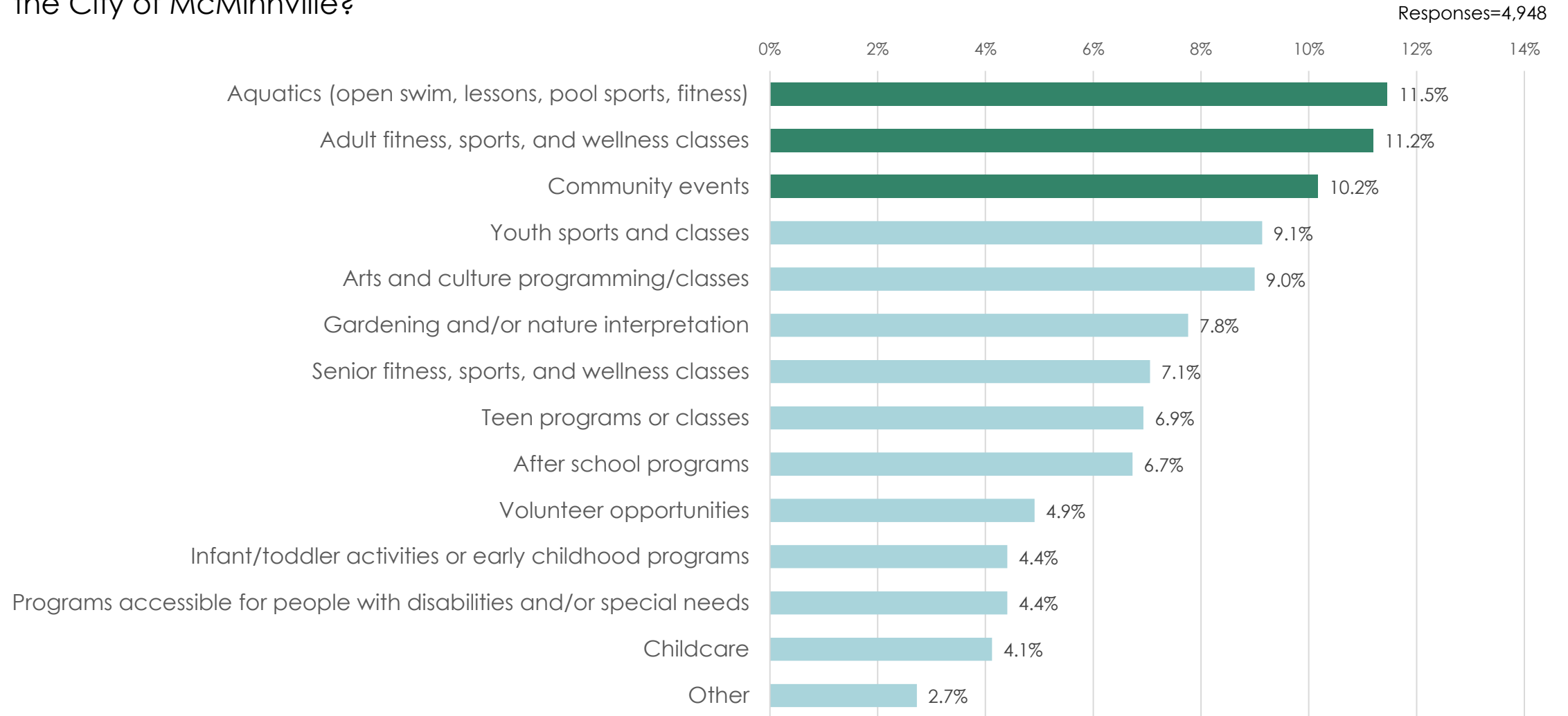


If you don't (or rarely) participate in City of McMinnville recreation programs, why?



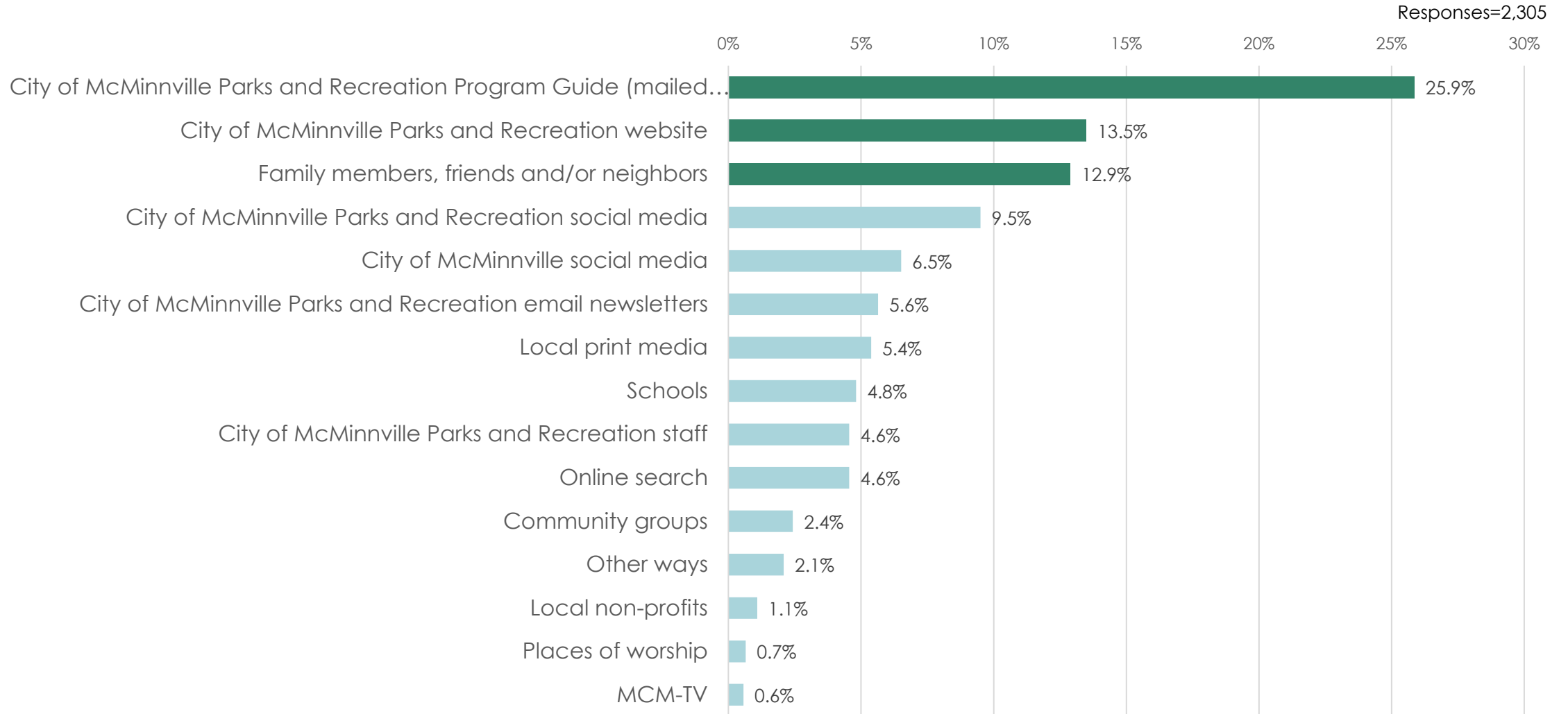
RECREATION PROGRAMS

What types of recreation programs and activities would you like to see more of offered by the City of McMinnville?



RECREATION PROGRAMS

How do you find out about City of McMinnville recreation programs, events, and activities?



Online Values and Needs Survey Summary

McMinnville PROS
Plan Update

survey Period: Dec 16, 2022 – Feb 5, 2023





Above: Tice Park



APPENDIX C

20+ YEAR CAPITAL PROJECT & OPERATIONS COSTS

Appendix C: McMinnville Parks, Recreation and Open Space Plan: 20+ Year Project and Operations Costs

Park Name/ Project Description	Size/Length		Project Type**			Estimated Maintenance Ongoing Costs			Estimated One Time 20-Plus-Year Capital Costs
	Acres	Miles	Build/Add	Renovate/Replace	Improve Existing	% Maintained	Maintenance Tiers	Average Annual Maintenance Cost	Estimated Capital Cost
Neighborhood Parks									
Chegwyn Farm	3.9					100%	2	\$20,000	\$50,000
Add accessible paved path to connect with Grandhaven Elementary School		0.1	•						\$50,000
Jay Pearson Park	4.1					100%	2	\$21,000	\$500,000
Develop east side as off-leash dog area			•						\$500,000
Thompson Park	2.3					100%	2	\$12,000	\$760,000
Replace restroom				•					\$510,000
Add outdoor fitness equipment			•						\$250,000
West Hills Park	7.8					100%	2	\$39,000	\$1,000,000
Add basketball court			•						\$100,000
Add off-leash dog area			•						\$300,000
Add restroom			•						\$600,000
Subtotal	18.1	0.1						\$92,000	\$ 2,310,000
Parklettes									
Bend-o-River	0.3					100%	2	\$2,000	\$595,000
Replace play structure with nature playground		0.04		•					\$595,000
Greenbriar	0.2					100%	2	\$2,000	\$500,000
Park development (fence, small shelter/ benches, small play element, pollinator garden)			•						\$500,000
Kingwood	0.6					100%	2	\$3,000	\$731,900
Accessible interior paved paths		0.04			•				\$4,000
Replace play area and surface					•				\$725,000
Update irrigation					•				\$2,900
North Evans	0.3					100%	2	\$2,000	\$725,000
Replace play area and surface					•				\$725,000
Taylor	0.3					100%	2	\$2,000	\$977,000
Replace play area and surface					•				\$725,000

Park Name/ Project Description	Size/Length		Project Type**			Estimated Maintenance Ongoing Costs			Estimated One Time 20-Plus-Year Capital Costs
	Acres	Miles	Build/Add	Renovate/Replace	Improve Existing	% Maintained	Maintenance Tiers	Average Annual Maintenance Cost	Estimated Capital Cost
Add small neighborhood garden with deer fencing			•						\$250,000
Add landscape buffer along site boundary of adjacent homes			•						\$2,000
Village Mill	0.5					100%	2	\$3,000	\$400,000
Park development (small shelter/ benches, small play element)			•						\$400,000
Subtotal	2.3	0.1						\$14,000	\$ 3,928,900
Community Parks									
City Park	16.2					75%	1	\$91,000	\$7,955,000
Replace dragon play structure with destination play structure that is barrier free				•					\$3,800,000
Add public art and historic interpretive elements			•						\$50,000
Add wayfinding signage			•						\$20,000
New amphitheater for community events (flood-friendly)			•						\$325,000
Replace 3rd Street entrance with gateway, open plaza, and add splash pad			•						\$2,500,000
Replace restrooms				•					\$510,000
Resurface upper and lower parking lots				•					\$250,000
Replace lower (larger) shelter				•					\$340,000
Complete ADA improvements identified in Public Works 5-year CIP				•					\$110,000
Complete creek restoration projects identified in Public Works 5-year CIP					•				\$25,000
Improve efficiency and coverage of lighting					•				\$25,000
Joe Dancer Park	104.7					75%	1	\$589,000	\$5,253,500
Skatepark improvements and renovation					•				\$250,000
Add shade trees and landscape enhancements				•					\$334,000
Resurface parking lot					•				\$287,000
Add bike skills area/pump track			•						\$500,000
Improve, enhance, and expand ADA compliant trails throughout park		1.7			•				\$1,700,000
Fenced off-leash dog area			•						\$300,000
Add lighting			•						\$50,000
Add restroom (following feasibility study)			•						\$600,000
Replace playground				•					\$1,232,500

Park Name/ Project Description	Size/Length		Project Type**			Estimated Maintenance Ongoing Costs			Estimated One Time 20-Plus-Year Capital Costs
	Acres	Miles	Build/Add	Renovate/Replace	Improve Existing	% Maintained	Maintenance Tiers	Average Annual Maintenance Cost	Estimated Capital Cost
Discovery Meadows	21.4					75%	1	\$121,000	\$3,207,500
Replace playground				•					\$1,232,500
Renovate splash pad				•					\$350,000
Cover, improve, and renovate skatepark				•					\$425,000
Pickleball courts (4)			•						\$350,000
Add fenced dog park to south end of park			•						\$300,000
Add covered basketball court structure (full court)			•						\$500,000
Resurface basketball courts					•				\$50,000
Wortman Park	21.5					75%	2	\$121,000	\$5,654,000
Replace west shelter as identified in Public Works 5-Year CIP				•					\$277,000
Renovate east shelter for safety and visibility				•					\$277,000
Fitness area with equipment			•						\$250,000
Improvements to disc golf course					•				\$250,000
Replace play area with new accessible play equipment (west)				•					\$3,230,000
Replace play area east play area with nature play area				•					\$595,000
Resurface parking lots (east and west)				•					\$150,000
Wayfinding/markers				•					\$17,000
Replace restrooms		0.09		•					\$510,000
ADA routes to picnic area and repave asphalt with lighting		0.09			•				\$48,000
Add lighting			•						\$50,000
Subtotal	163.7	1.9						\$922,000	\$ 22,070,000
Special Use Parks									
Riverside Drive Dog Park	3.6					50%	3	\$10,000	\$435,000
Conduct general drainage improvements					•				\$110,000
Add small gathering space and covered picnic shelter			•						\$325,000
Subtotal	3.6	0.0						\$10,000	\$ 435,000
Linear/Trail Parks									
West McMinnville Linear Park									
Ash Meadows	1.3					75%	3	\$5,000	\$13,450
Landscape and Maintenance - irrigation and repairs					•				\$6,450

Park Name/ Project Description	Size/Length		Project Type**			Estimated Maintenance Ongoing Costs			Estimated One Time 20-Plus-Year Capital Costs
	Acres	Miles	Build/Add	Renovate/Replace	Improve Existing	% Maintained	Maintenance Tiers	Average Annual Maintenance Cost	Estimated Capital Cost
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$7,000
Goucher St. Pathway	1.7					75%	3	\$7,000	\$17,400
Landscape and Maintenance - irrigation and repairs					•				\$8,400
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$9,000
James Addition	1.3					75%	3	\$5,000	\$738,600
Replace play equipment				•					\$725,000
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$7,000
Landscape and Maintenance - irrigation and repairs					•				\$6,600
Jandina	2.6					75%	3	\$10,000	\$203,850
Landscape and Maintenance - irrigation and repairs					•				\$12,850
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$13,000
Paved trail improvements					•				\$128,000
Renovate basketball court					•				\$50,000
Jandina III	2.1					75%	3	\$8,000	\$21,500
Landscape and Maintenance - irrigation and repairs					•				\$10,500
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$11,000
West McMinnville Linear Park	0.2					75%	3	\$1,000	\$1,850
Landscape and Maintenance - irrigation and repairs					•				\$850
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$1,000
Westvale	4.5					75%	3	\$17,000	\$45,550
Landscape and Maintenance - irrigation and repairs					•				\$22,550
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$23,000
BPA Path (paved)									
BPA Pathway I (2nd Street to Wallace)	2.8					75%	3	\$11,000	\$266,500
Landscape and Maintenance - irrigation and repairs					•				\$2,500
Fitness equipment along trail			•						\$250,000
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$14,000
BPA Pathway II (Wallace to 23rd)	4.1					75%	3	\$16,000	\$23,500
Landscape and Maintenance - irrigation and repairs					•				\$2,500
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$21,000

Park Name/ Project Description	Size/Length		Project Type**			Estimated Maintenance Ongoing Costs			Estimated One Time 20-Plus-Year Capital Costs
	Acres	Miles	Build/Add	Renovate/Replace	Improve Existing	% Maintained	Maintenance Tiers	Average Annual Maintenance Cost	Estimated Capital Cost
Roma Sitton (23rd to Baker Creek Road)	1.7					75%	3	\$7,000	\$11,500
Landscape and Maintenance - irrigation and repairs					•				\$2,500
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$9,000
BPA North (Baker Creek Road to chip path)	1.3					50%	2	\$4,000	\$1,102,500
Landscape and Maintenance - irrigation and repairs					•				\$2,500
Add small gathering space and covered picnic shelter			•						\$400,000
Add play area			•						\$700,000
North McMinnville Trail									
Baker Creek North-Parcel D	14.9					75%	3	\$56,000	\$77,500
Beautification - landscaping and maintenance					•				\$2,500
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$75,000
Oak Ridge Meadows	5.4					75%	3	\$21,000	\$29,500
Beautification - landscaping and maintenance					•				\$2,500
Convert portions of lawn to ecolawn or nativescape to reduce mowing				•					\$27,000
Subtotal	43.8	0.0						\$168,000	\$ 2,553,200
Subtotal Developed	231.5							\$1,206,000	\$ 31,297,100
Natural Areas									
Developed Natural Area									
Airport Park	12.1					50%	3	\$31,000	\$709,500
Install accessible pathway along west edge to connect to view point		0.2	•						\$150,000
Replace wayfinding signage				•					\$17,000
Add accessible picnic area			•						\$400,000
Replace bridges (3)				•					\$90,000
Remove and replace aging picnic tables				•					\$42,500
Resurface parking lot				•					\$10,000
Kiwanis Park	4.7	0.3				25%	3	\$6,000	\$313,250
Replace boat launch/fishing pier (and preserve existing Camas plants)			•						\$250,000
Replace pedestrian bridge				•					\$30,000
Replace irrigation					•				\$23,250
Repave path (acreage and cost included with Joe Dancer Park)					•				\$0

Park Name/ Project Description	Size/Length		Project Type**			Estimated Maintenance Ongoing Costs			Estimated One Time 20-Plus-Year Capital Costs
	Acres	Miles	Build/Add	Renovate/Replace	Improve Existing	% Maintained	Maintenance Tiers	Average Annual Maintenance Cost	Estimated Capital Cost
Resurface parking lot									\$10,000
Tice Woods - Rotary Nature Preserve	32.8					25%	3	\$41,000	\$800,000
Add lighting to parking lot			•						\$50,000
Replace wood bridge and boardwalk as identified in Public Works 5-year CIP				•					\$40,000
Add maintenance vehicle access			•						\$10,000
Add small nature playground			•						\$700,000
Undeveloped Natural Area									
Angela Court	2.3						4	\$6,000	\$0
Ashwood Derby	0.3						3	\$2,000	\$0
Barber	11.8						3	\$59,000	\$332,000
Add soft surface trail connecting SW Old Sheridan Rd/SW Baker St.		0.2	•						\$32,000
Add signage for future trail connection			•						\$20,000
Add small parking lot potentially via an access or use agreement			•						\$250,000
Add pedestrian bridge across Cozine Creek			•						\$30,000
Bennette Addition	0.2						4	\$1,000	\$0
Carlson	3.3						3	\$17,000	\$0
Creekside Cozine	3.9						3	\$20,000	\$0
Creekside Meadows	15.3						3	\$77,000	\$0
Crestwood	1.7						4	\$5,000	\$0
Dayton	6.8						4	\$17,000	\$0
Fir Ridge	0.7						4	\$2,000	\$0
Heather Hollow	3.2					25%	3	\$17,000	\$20,000
Add signage for future trail connection			•						\$20,000
Quarry	11.9						3	\$60,000	\$1,341,000
Access via property easement or acquisition from church	0.3	0.1	•						\$95,000
Add nature playground			•						\$700,000
Add soft surface loop trail		0.3	•						\$46,000
Add bike skills course/pump track			•						\$500,000
Tall Oaks Cozine	12.6						3	\$64,000	\$20,000

Park Name/ Project Description	Size/Length		Project Type**			Estimated Maintenance Ongoing Costs			Estimated One Time 20-Plus-Year Capital Costs
	Acres	Miles	Build/Add	Renovate/Replace	Improve Existing	% Maintained	Maintenance Tiers	Average Annual Maintenance Cost	Estimated Capital Cost
Add signage for future trail connection			•						\$20,000
Subtotal	123.4	1.0						\$ 425,000	\$ 3,535,750
Undeveloped									
Brookview	0.7						4	\$2,000	\$0
Davis Dip	1.6						4	\$4,000	\$0
Meadowridge	0.7						4	\$2,000	\$0
Subtotal	3.0	0.0						\$8,000	\$ -
Total Existing Parks	357.9	3.0						\$1,639,000	\$ 34,832,850
Proposed Neighborhood Parks									
Fox Ridge Park	8.7		•			100%	2	\$44,000	\$10,005,000
Land acquisition			•						\$2,610,000
Park development			•						\$7,395,000
Riverside South Park	5.0		•			100%	2	\$25,000	\$5,750,000
Land acquisition			•						\$1,500,000
Park development			•						\$4,250,000
Southwest Park	5.0		•			100%	2	\$25,000	\$5,750,000
Land acquisition			•						\$1,500,000
Park development			•						\$4,250,000
Three Mile Lane Park	5.0		•			100%	2	\$25,000	\$5,750,000
Land acquisition			•						\$1,500,000
Park development			•						\$4,250,000
Northeast Central Park	5.0		•			100%	2	\$25,000	\$5,750,000
Land acquisition			•						\$1,500,000
Park development			•						\$4,250,000
Northwest Central Park	0.50		•			100%	2	\$3,000	\$575,000
Land acquisition			•						\$150,000
Park development			•						\$425,000
Subtotal	29.2	0.0						\$147,000	\$ 33,580,000
Proposed Community Parks									

Park Name/ Project Description	Size/Length		Project Type**			Estimated Maintenance Ongoing Costs			Estimated One Time 20-Plus-Year Capital Costs
	Acres	Miles	Build/Add	Renovate/Replace	Improve Existing	% Maintained	Maintenance Tiers	Average Annual Maintenance Cost	Estimated Capital Cost
Southwest Community Park	20.0		•			75%	1	\$113,000	\$26,000,000
Land acquisition			•						\$6,000,000
Park development			•						\$20,000,000
Subtotal	20.0	0.0						\$113,000	\$ 26,000,000
Proposed Greenways (development only)									
Airport Park Greenway	5.5	1.5	•			75%	3	\$21,000	\$1,227,273
Cozine to City Park Greenway	4.7	1.3	•			75%	3	\$18,000	\$1,063,636
Cozine to Dancer Park Greenway	4.5	1.2	•			75%	3	\$17,000	\$1,006,364
Joe Dancer Park/Three Mile Lane Greenway	1.1	0.3	•			75%	3	\$5,000	\$245,455
Oak Ridge Meadows/Rotary Nature Preserve Greenway	3.6	1.0	•			75%	3	\$14,000	\$818,182
Ridge Trail Greenway	42.1	3.0	•			75%	3	\$158,000	\$9,472,500
Southwest Greenway	18.2	5.0	•			75%	3	\$69,000	\$4,090,909
Three Mile Lane/Evergreen Greenway	5.5	1.5	•			75%	3	\$21,000	\$1,227,273
Yamhill River Greenway	7.3	2.0	•			75%	3	\$28,000	\$1,636,364
Subtotal	92.4	16.8						\$351,000	\$ 20,787,955
Total Proposed Parks/Greenway Trails	141.6	16.8						\$ 611,000	\$ 80,367,955

*Costs are planning-level estimates in 2023 dollars, not accounting for inflation. All costs are rounded. Actual costs should be determined through site master planning, maintenance planning and construction documents. Actual costs may be higher or lower depending on site needs, the scale of the facility, and changing market prices for materials.

**Build/add projects are potentially SDC eligible. Renovate/replace projects are SDC eligible on a case-by-case basis. Improve Existing projects are not SDC eligible.

Appendix C: Planning Level Capital Cost Estimates and Assumptions

Feature	Unit	Planning Level Cost*			Assumptions
		Build/Add**	Renovate/Replace**	Improve Existing**	
PARKLAND AND OPEN LANDS					
Parkland Acquisition	per acre	\$300,000			Unimproved land with access to municipal utilities
Open Lands Acquisition	per acre	\$200,000			Unimproved land
Community Park Development	per developed acre	\$1,000,000			Fully loaded costs to account for the development of all or a portion of the site. Includes site grading, circulation, utilities, facilities, amenities, and landscaping. (This does not include major facility development, such as a recreation center or swimming pool.)
Neighborhood Park Development	per developed acre	\$850,000			Fully loaded costs to account for the development of all or a portion of the site. Includes site grading, circulation, utilities, facilities, amenities, and landscaping.
Linear/Trail Park Development	per developed acre	\$300,000			Fully loaded costs to account for the development of a portion of the site for trails and related recreation uses. Includes site grading, circulation, utilities, facilities, amenities, and landscaping.
Open Space Development	per developed acre	\$500,000			Fully loaded costs to account for the development of all or a portion of the site. Includes site grading, circulation, utilities, facilities, amenities, and landscaping. (This does not include major facility development, such as a nature center.)
SPORTS FIELDS					
Baseball/Softball Field (Grass)	each	\$1,250,000	\$1,062,500	\$625,000	-Regulation-size diamond turf field designed for baseball, softball, T-ball, and kickball -Field lighting -Amenities such as bleachers, dugouts, concessions, and shade
Multi-purpose Field (Grass)	each	\$850,000	\$722,500	\$425,000	-Regulation-size rectangular turf field painted for soccer and other sports -Field lighting -Amenities such as bleachers, concessions, and shade
Artificial Turf Sports Field	each	\$3,000,000	\$2,550,000	\$1,500,000	Regulation-size field, artificial turf, and amenities such as bleachers, dugouts, concessions, shade, and lighting
Basketball Court	each	\$100,000	\$85,000	\$50,000	3/4 of full HS basketball = 75 x 50 (63' x 37.5' plus 6' run-out all sides) with two goals and surfacing
Pickleball Court	per four	\$350,000	\$297,500	\$175,000	Four side-by-side pickleball courts (70' x 130') with fencing, nets, surfacing, and lighting.
Tennis Court	per two	\$400,000	\$340,000	\$200,000	Two side-by-side tennis courts (120' x 120') with fencing, nets, surfacing, and lighting
Multi-use Sports Court	allowance	\$350,000	\$297,500	\$175,000	Full-size courts; lighting where warranted. Actual cost will depend on type
PLAY EQUIPMENT AND AREAS					

Feature	Unit	Planning Level Cost*			Assumptions
		Build/Add**	Renovate/Replace**	Improve Existing**	
Playground/Play Equipment (Thematic or Traditional)	each	\$1,450,000	\$1,232,500	\$725,000	-Play equipment for ages 2-5 and 5-12 scaled for neighborhood park w/ poured-in-place surfacing -Actual cost will depend on type and size
Inclusive Play Area	per acre	\$3,800,000	\$3,230,000	\$1,900,000	-New or replaced play area that is universally designed and inclusive to all children.
Nature Playground (Small)	each	\$700,000	\$595,000	\$350,000	-Nature play features, topography, landscaping, safety surfacing and seating
Destination Play Area	per acre	\$3,800,000	\$3,230,000	\$1,900,000	-Large play areas with unique play elements and multiple play settings that support imaginative, creative and active play. May include interactive water play, sand play, and universal play elements. Includes safety surfacing, seating, and shade
SOCAL GATHERING					
Shade Elements	each	\$200,000	\$170,000	\$100,000	-Seating with shade structures; small shelter, pergola or gazebo; sails and umbrellas; plantings
Picnic Area - Medium	each	\$400,000	\$340,000	\$200,000	-Medium group area with shade to support amenities such as barbecues and food prep areas -Long tables or mixed table sizes
Picnic Area - Large	each	\$600,000	\$510,000	\$300,000	-Large group area with shade to support amenities such as barbecues, sinks, and food prep areas -Long tables or mixed table sizes
Dog Park/Off-leash Dog Area	each	\$300,000	\$255,000	\$150,000	-Full size dog park with different fenced areas for small and large dogs, landscaping, amenities, shelter and utilities
Small Outdoor Event Space	each	\$325,000	\$276,250	\$162,500	-Plaza, small amphitheater, outdoor stage, pavilion or outdoor classroom, with utilities and support amenities
TRAILS					
Hard-Surfaced Trail	per mile	\$1,000,000	\$850,000	\$500,000	-Multi-use trails for biking, walking and jogging -\$12 per square foot. Includes allowance for minor grading and drainage improvements -Support amenities along trails, such as benches and small shade features
Soft-Surfaced Trail	per mile	\$160,000	\$136,000	\$80,000	-Nature trails, jogging trails parallel to multi-use paved trails -\$6 per square foot. Includes allowance for minor grading and drainage improvements -Support amenities along trails, such as benches and small shade features
OTHER FACILITIES AND ELEMENTS					

Feature	Unit	Planning Level Cost*			Assumptions
		Build/Add**	Renovate/Replace**	Improve Existing**	
Nature Based Recreation - Specialized Facilities	allowance per each	\$1,500,000	\$1,275,000	\$750,000	Elements such as: outdoor classroom or nature interpretation center or signage
Water-Based Recreation	allowance per each	\$250,000	\$212,500	\$125,000	Elements such as non-motorized boat launch or fishing pier
Outdoor Recreation Variety	allowance per each	\$500,000	\$425,000	\$250,000	Elements such as: skate spots, disc golf, small bike skills area/pump track, parkour obstacle course, climbing spire, zip line and other unique play elements, sound garden, self-directed hike/app stations
Comfort Amenities and Art	allowance per each	\$50,000	\$42,500	\$25,000	Elements such as: seating, bottle-filler stations/dog drinking dishes, Trash/recycling receptacles, bike racks, docking stations, art (playable, integrated, stand-alone, and/or temporary displays), information kiosks, and coworking stations/outdoor work space
Restroom (permanent)	each	\$600,000	\$510,000	\$300,000	2 unit single-occupant each (24'x12')
Community or Demonstration Garden	each	\$250,000	\$212,500	\$125,000	Combination of in-ground, raised beds, and accessible planting areas, with fencing, water, composting/green waste recycling, seating, shade
Natural and Interpretive Elements	allowance for each	\$150,000	\$127,500	\$75,000	Elements such as: Native plantings, designated natural areas/features, bioswales and rain gardens, arboretums, pollinator patches, gardens and corridors, bird habitat, baths and houses
Fitness Equipment	per 5 stations	\$250,000	\$212,500	\$125,000	Stations that combine cardio, strength training, or cross training
Signage - Wayfinding and Identity	per site	\$20,000	\$17,000	\$10,000	Assumes monument sign, directional signage, and other informational signage
Ecolawn	per acre	\$6,000	\$5,000	\$1,500	Ecolawn or similar product to reduce maintenance needs
Irrigation and Landscaping	per acre			\$5,000	Replacement of irrigation and/or landscape maintenance.
Shade tree planting	per maintained acres	\$5,000	\$4,250	\$2,500	Shade tree specific from City approved tree list
Park Lighting	allowance	\$50,000	\$42,500	\$25,000	Pedestrian scale lighting fixtures
New Trail Pedestrian Bridge	allowance each	\$30,000			"forest service style"
New Major Pedestrian Bridge	allowance each	\$600,000			Prefabricated, 12' wide, 100' long = 1,200 sq/ft \$475 sq/ft (single span bridge) = \$570,000 cost estimate for bridge only *does not include ROW work, construction costs, engineering, permitting, or contingencies

Feature	Unit	Planning Level Cost*			Assumptions
		Build/Add**	Renovate/Replace**	Improve Existing**	

*Costs are planning-level estimates in 2023 dollars, not accounting for inflation. All costs are rounded. Actual costs should be determined through site master planning, maintenance planning and construction documents. Actual costs may be higher or lower depending on site needs, the scale of the facility, and changing market prices for materials.

**Build/add projects are potentially SDC eligible. Renovate/replace projects are SDC eligible on a case-by-case basis. Improve Existing projects are not SDC eligible.

Appendix C: Planning Level Maintenance Cost Assumptions

Maintenance Tier/Type	Unit	Cost Estimate*	Notes
1. Enhanced	per developed acre	\$7,500	Enhanced maintenance costs represent a 50% increase of standard maintenance costs. Enhanced maintenance is needed at highly-visible, heavily-used sites that include specialized assets. Does not include major capital projects or asset renewal.
2. Standard	per developed acre	\$5,000	The standard level of maintenance includes routine monitoring, inspection and care of recreation facilities, natural areas and landscaping. Costs are calculated for 100% of every acre, reflecting maintenance needs after sites are developed or improved. These are estimated based on McMinnville expenditures for average park maintenance costs. Does not include major capital projects or asset renewal.
3. Basic	per acre	\$2,500	Most natural areas and underdeveloped parks should receive a basic level of maintenance. The basic level of maintenance includes routine monitoring, inspection and care of recreation facilities, natural areas, and landscaping. At a basic level of maintenance, the City provides routine maintenance for health and safety, but no specialized care for asset protection. A sub-category for undeveloped land is part of this maintenance type and would include limited responsibilities, except for emergency needs.
4. Undeveloped Land (limited public access)	per acre	\$500	Undeveloped land maintenance costs are based on sites with limited to no public access, or little to no natural resources present. Costs represent 10% of standard maintenance costs.

*Costs are planning-level estimates in 2023 dollars, not accounting for inflation.



Above: West Hills
Neighborhood Park



APPENDIX D

ONLINE PRIORITY PROJECTS

SURVEY SUMMARY



**City of
McMinnville**

Online Priority Projects Survey Summary

McMinnville PROS Plan

Survey Period: October 12, 2023 – November 19, 2023



Purpose

In Summer 2022, the City of McMinnville began updating its Parks, Recreation, and Open Space Plan to identify community priorities, needs, and recommendations to improve and enhance parks, recreation facilities, trails, programs, events and related services. As part of the planning process the City launched its first online survey in Winter 2023 to gather community input about park and recreation needs, locations and programming. Since then, the City and project team have been analyzing existing parks and programs to identify key issues and needs, including where parks are, who they serve, and who might be missing out. As a next step in the planning process, the City launched a second online survey in October 2023 to identify community priorities and understand where to focus resources and energy first.

The second online survey was available online from October 12, 2023, to November 19, 2023. The questionnaire was promoted by the City of McMinnville through several channels including social media, email newsletters, on the project website, and more (see next page).

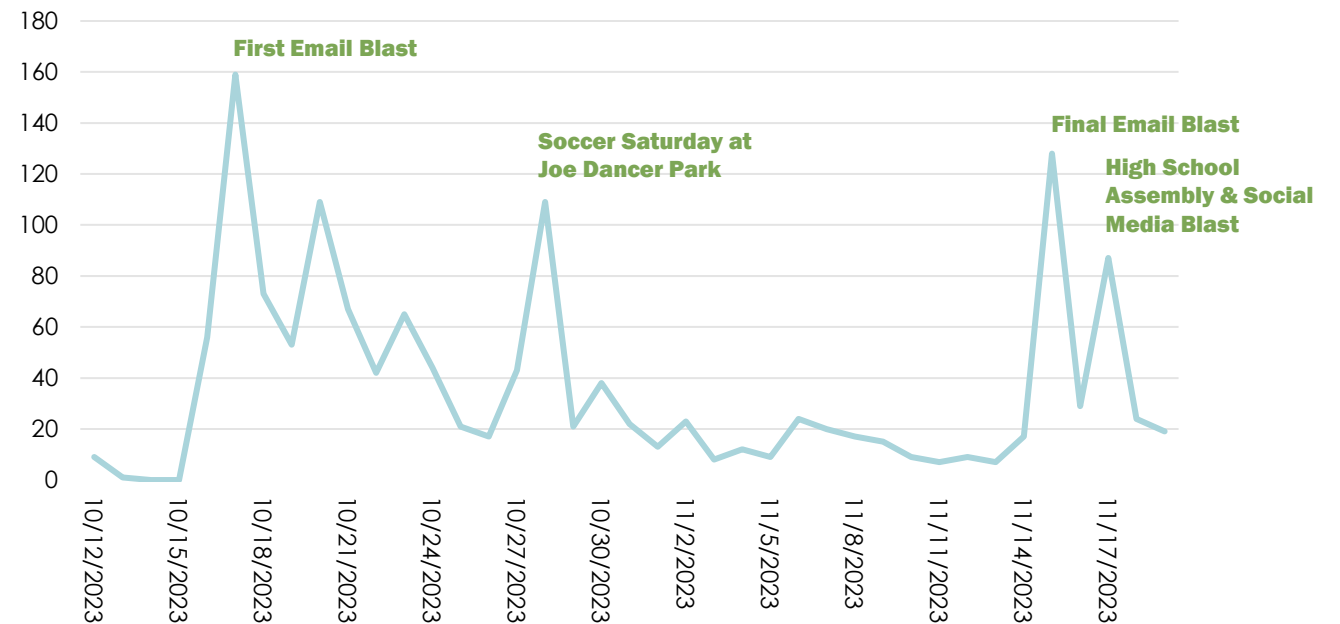
The findings are from a broad enough sample that they can help the City identify community priorities. All questions were optional. Some questions allowed participants to select two or more answer choices resulting in total counts greater than the number of respondents and total percentages greater than 100%. This summary provides results of the survey.

Promotion

The online survey was shared with the community through several methods in both English and Spanish including:

- **Traditional methods:**
 - Posted signs, flyers or yard signs at all city facilities (including parks)
 - Social media platforms
 - Paper surveys at the Senior Center
 - Flyers given to high school students
 - Emails to Parks & Rec patron list
 - Community outreach software iheartmac
 - \$400 visa gift card as an incentive to take the survey
 - Worked with partner agencies and community groups to help spread the word
- **Giveaways** (tote bags and dollar bills):
 - Parks and Recreation gatherings such as Soccer Saturday at Joe Dancer Park

Survey Visitors Over Time



Summary Contents

1. WHO
RESPONDED?

2. PROJECT
PRIORITIES

3. GEOGRAPHIC
PRIORITIES

4. ADDITIONAL
COMMENTS



1. WHO RESPONDED?



1,395 respondents
In 5.5 weeks

Residents, Students and Visitors

People who live in all parts of McMinnville (56% of respondents), students of all grades/higher education in McMinnville (4% of respondents), and visitors (12% of respondents). This is similar to responses from the first survey.

Employees

27% of respondents work in Downtown, at schools, eastern McMinnville businesses, and more.

Many Adults Representing Families

Many participants live with children, teens/tween, and older adults (65+).

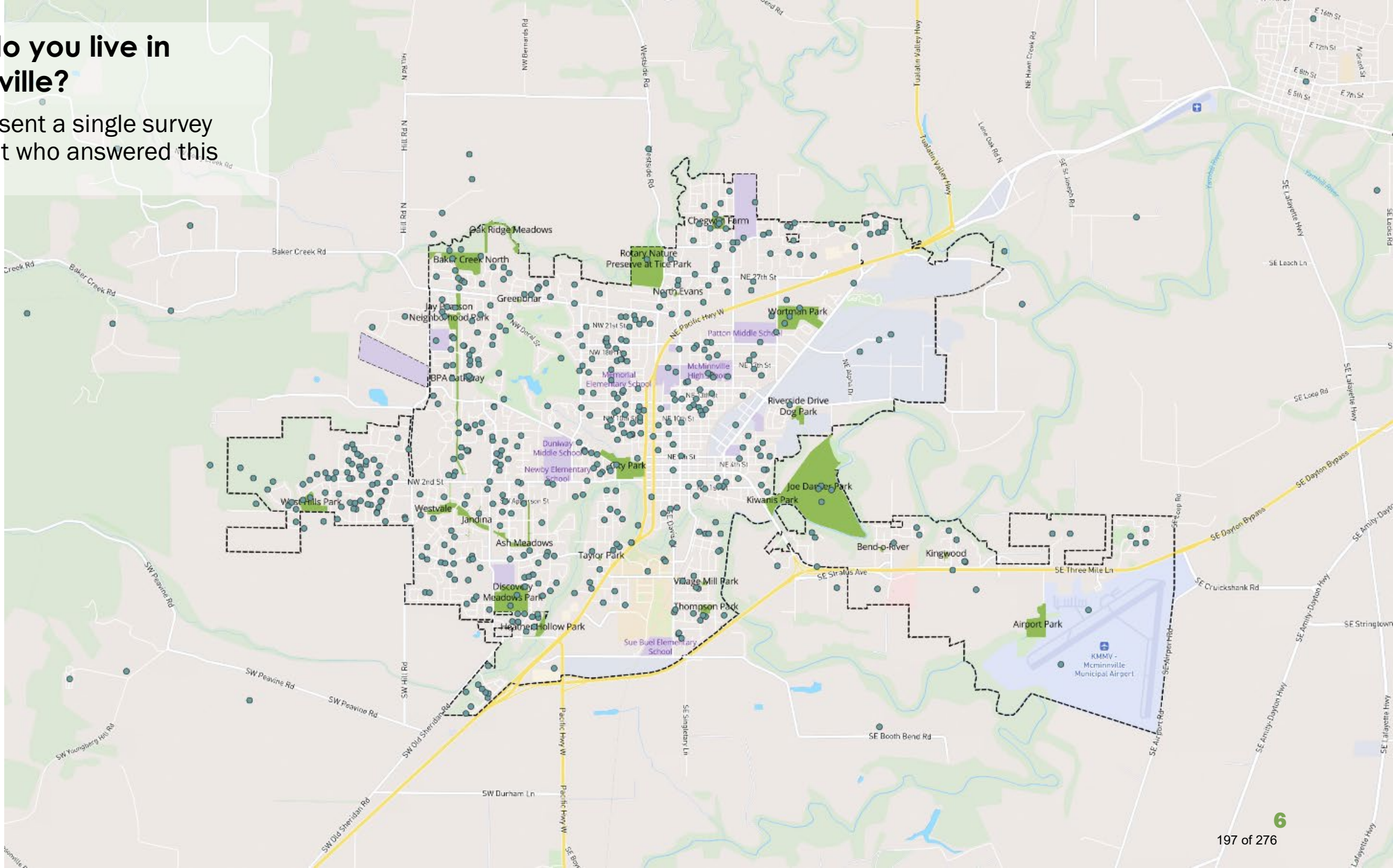
Mixed Backgrounds, Languages, Abilities

- About 16% of respondents self-identify as non-White/Caucasian.
- 60 respondents took the questionnaire in Spanish.
- 12% represented someone who has a condition or disability that influences their participation in or access to parks and recreation activities.

Where do you live in McMinnville?

Dots represent a single survey respondent who answered this question.

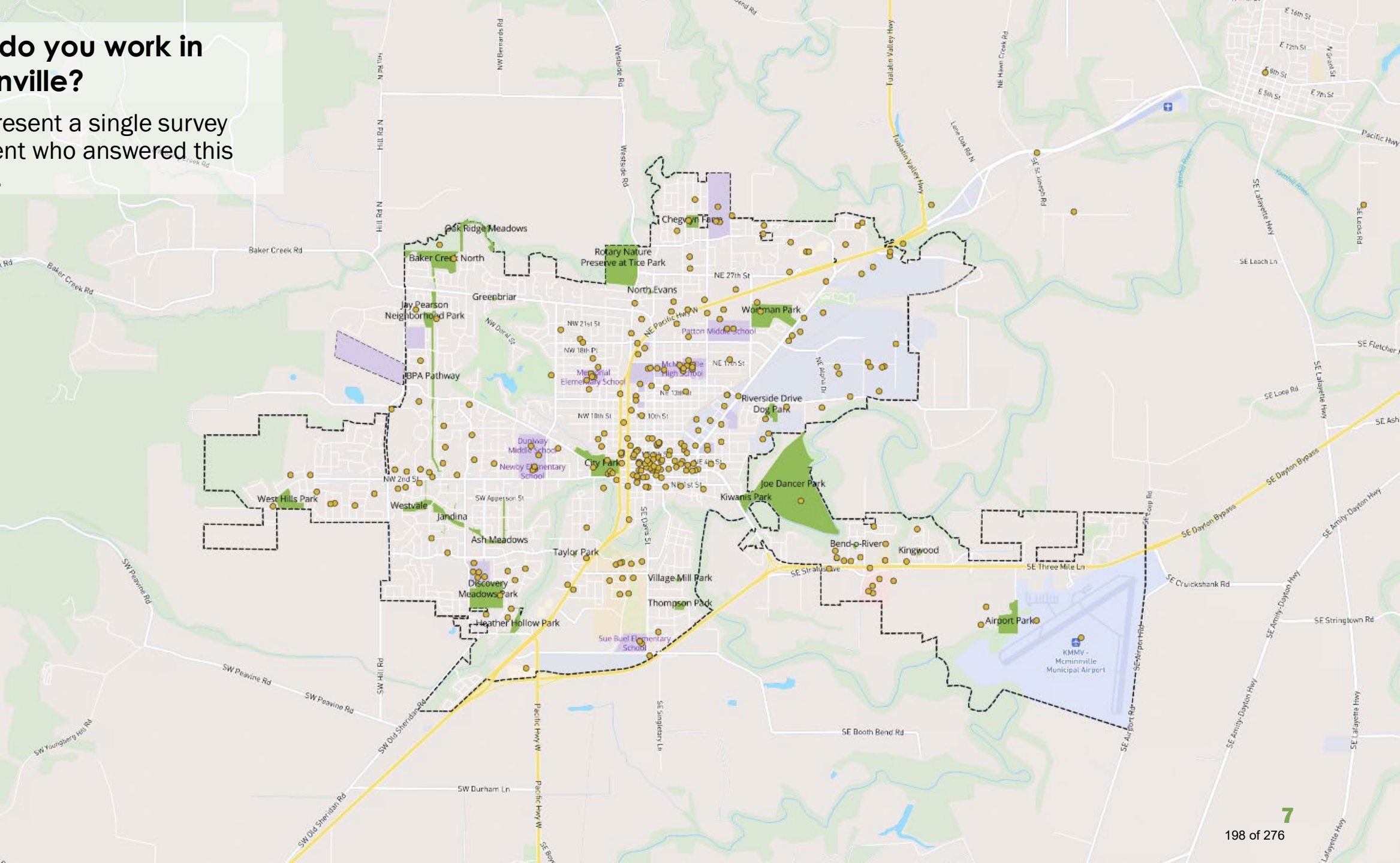
Responses
556



Where do you work in McMinnville?

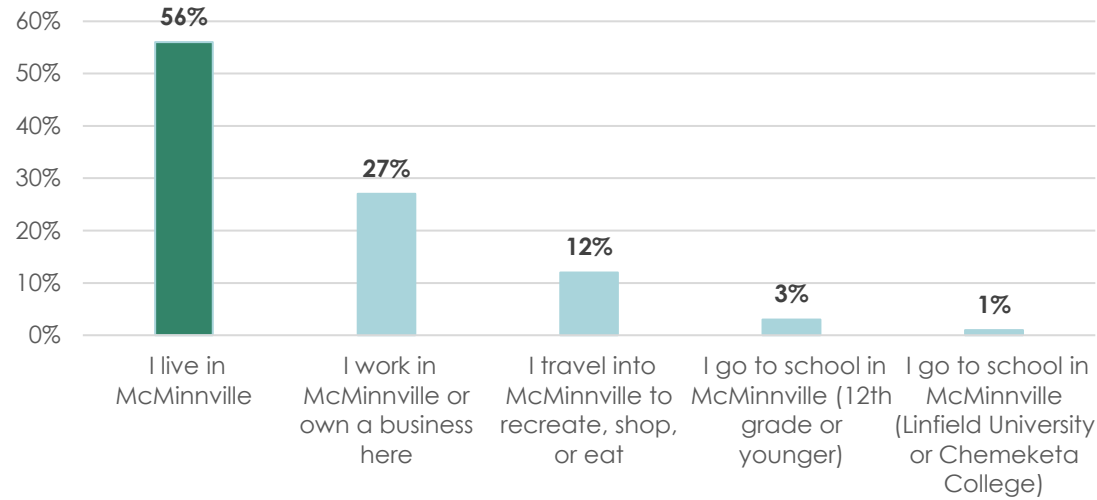
Dots represent a single survey respondent who answered this question.

Responses
302



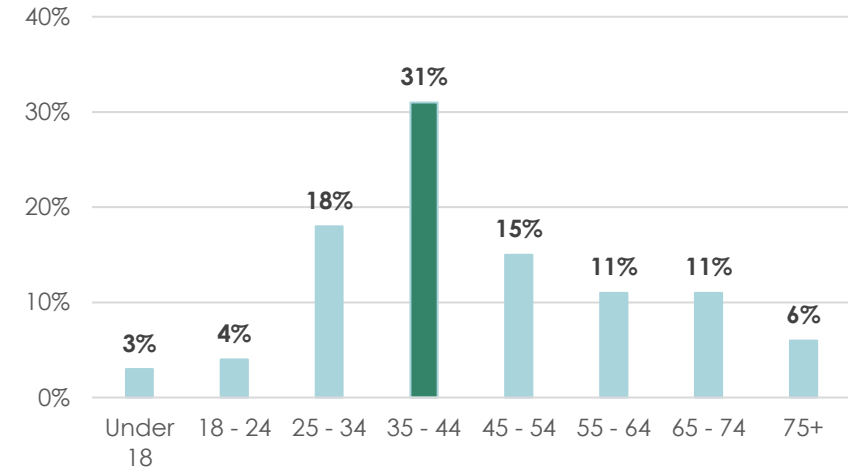
How are you connected to McMinnville?

N=780



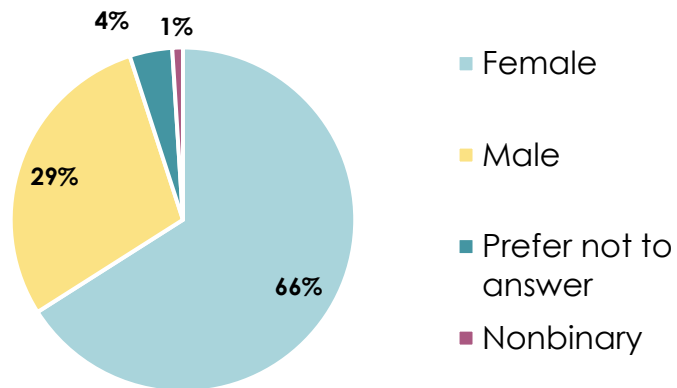
What is your age?

N=675



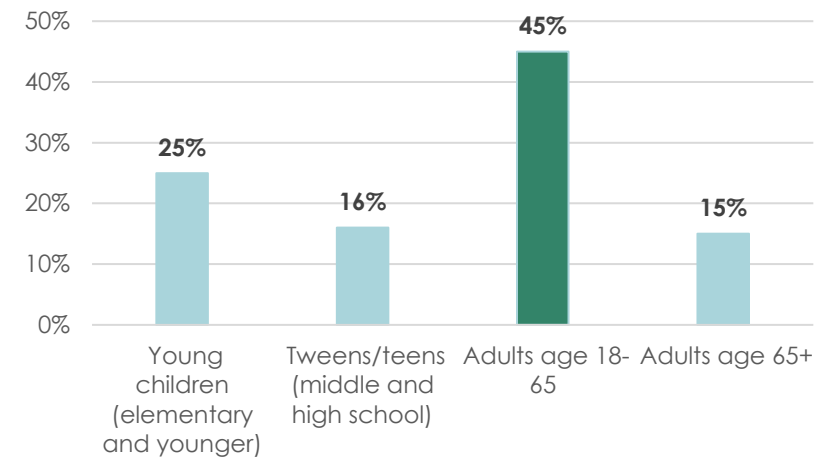
What best describes your gender identity?

N=588



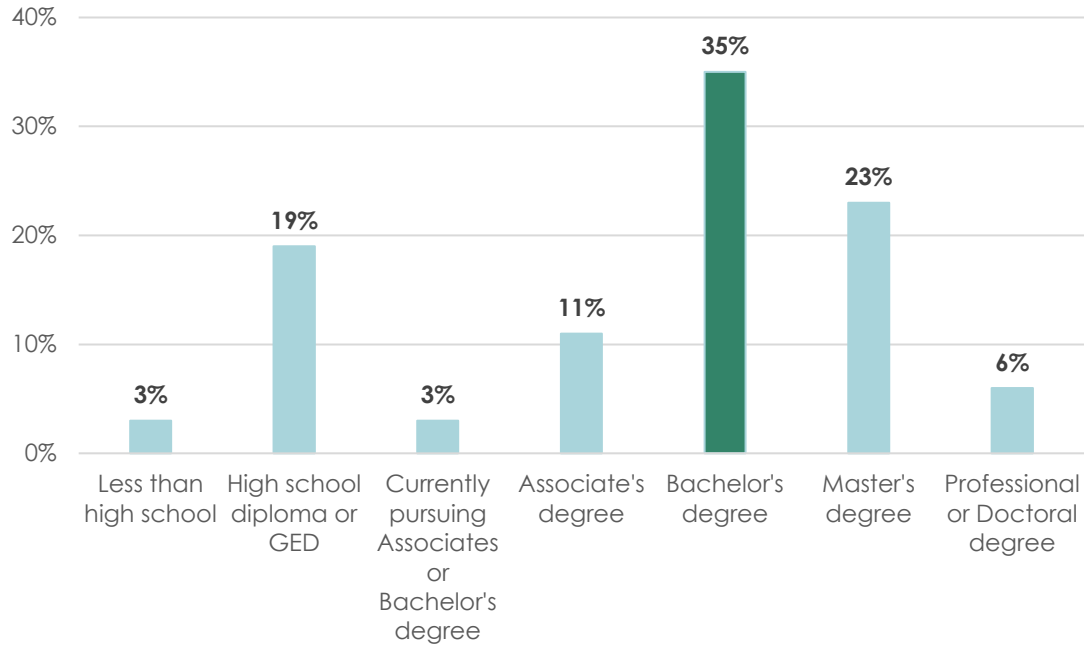
What age are the people who live in your home?

N=760



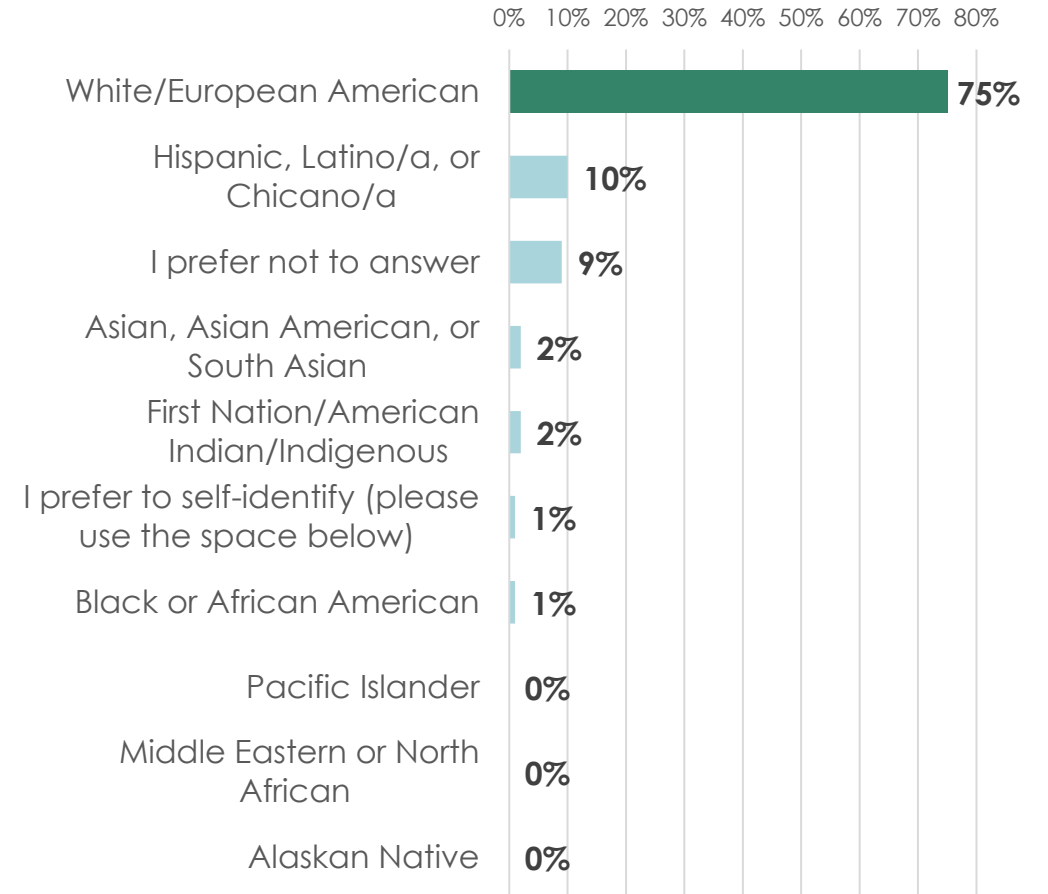
What is the highest degree or level of school you have completed?

N=725

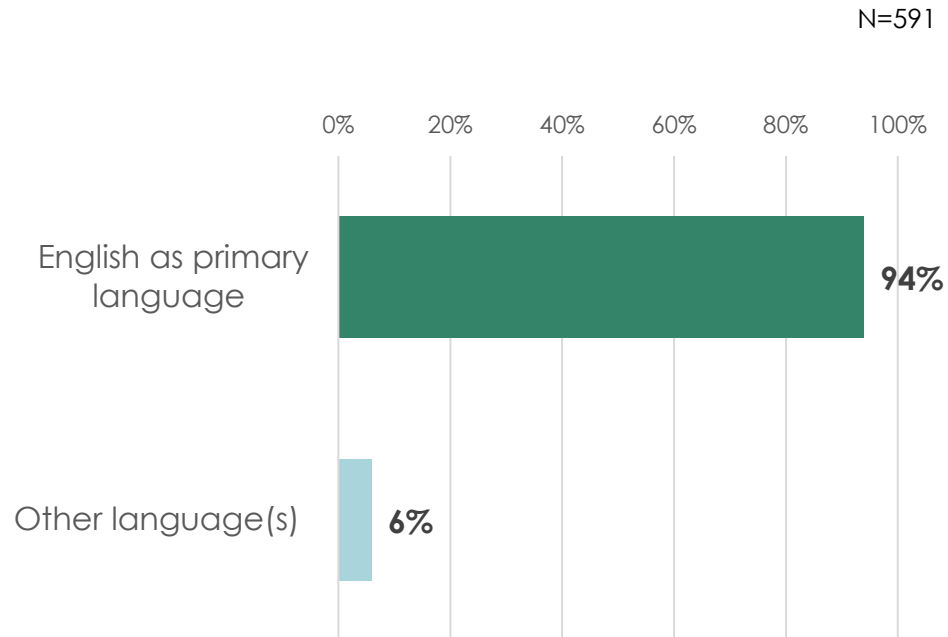


Which of the following most accurately describes your race and ethnic identities?

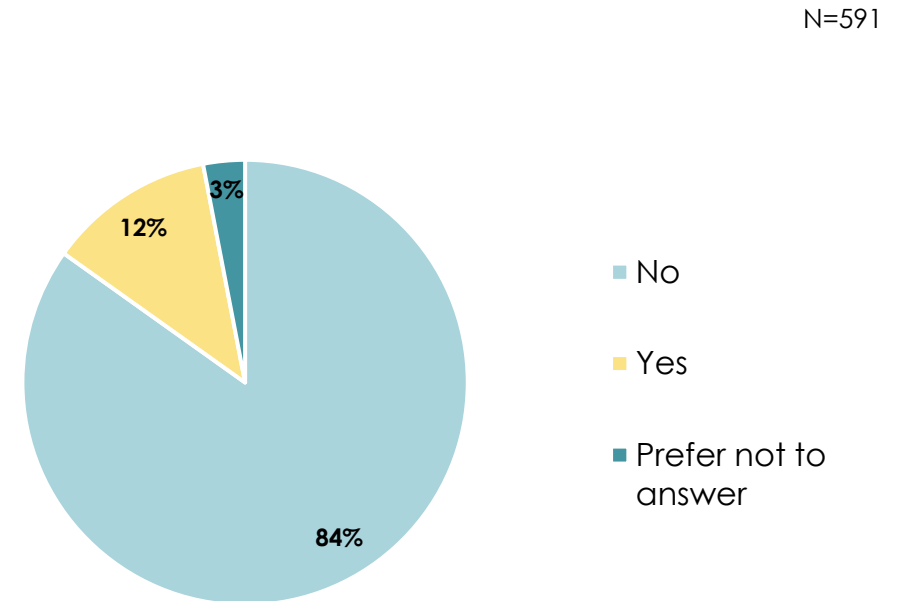
N=677



What language(s) do you speak in your household?



Do you or anyone in your family have a condition or disability that influences your participation in or access to parks and recreation activities?



2. PROJECT PRIORITIES

The survey posed questions about priorities for different types of projects or improvements to the park and recreation system using four cost categories.



Low Cost Projects

Trail amenities and wayfinding (16% of respondents) and lighting improvements (16% of respondents) were the top two low cost priority projects in McMinnville.



Moderate Cost Projects

Safe routes to parks (22% of respondents) and restrooms (21% of respondents) were the top two moderate cost priority projects in McMinnville.



High Cost Projects

A loop trail (18% of respondents) and a riverfront trail (18% of respondents) were the top two high cost priority projects in McMinnville.

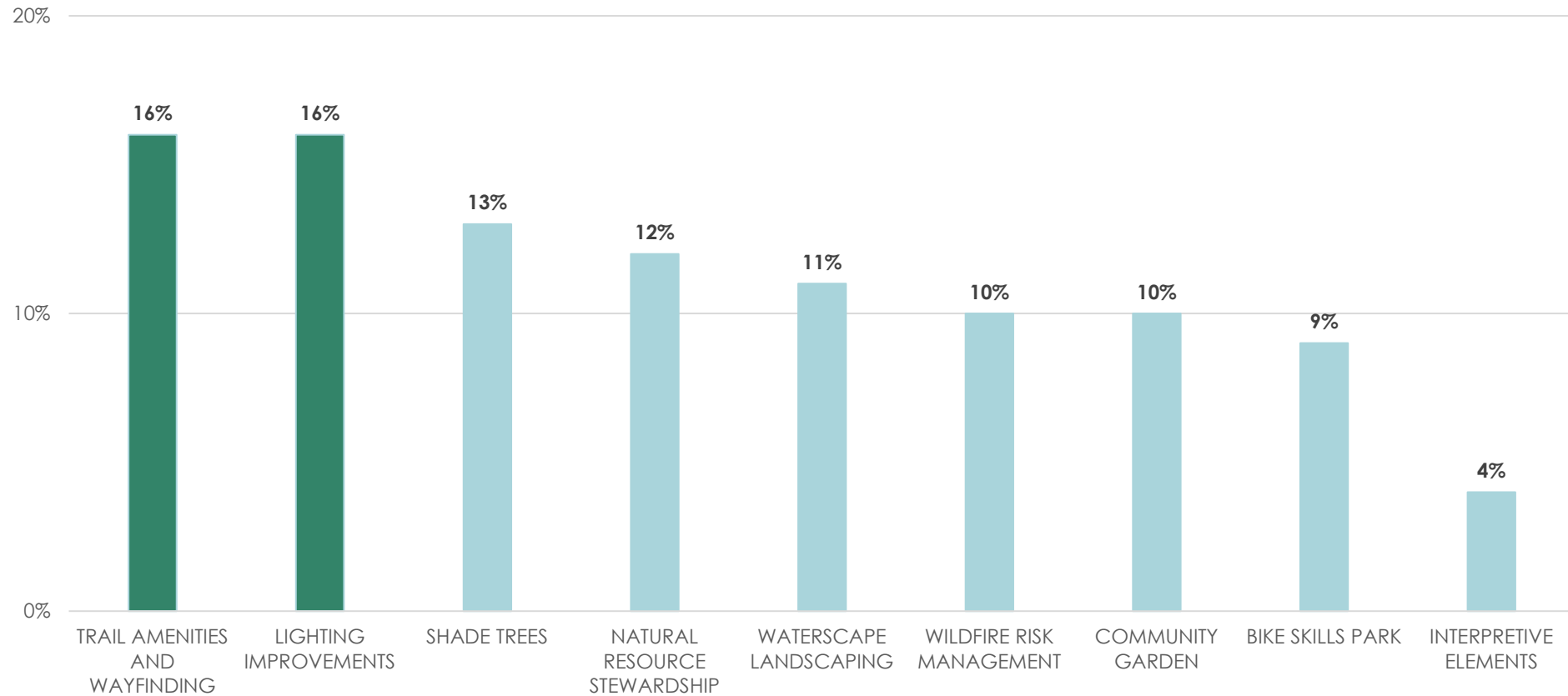


Highest Cost Projects

A new community park (36% of respondents) was the top highest cost priority project in McMinnville.

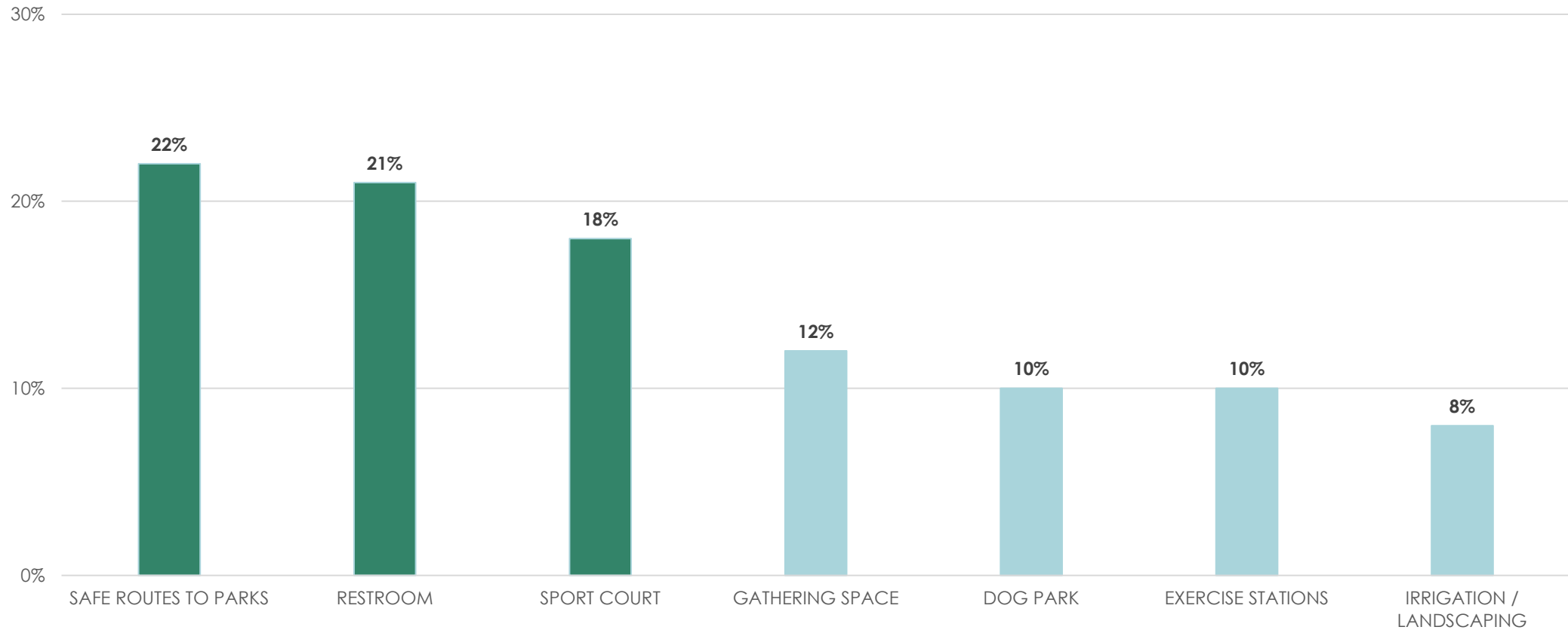
Choose up to four low cost (less than \$50,000) project types that you think should be the highest priority for McMinnville.

Responses=967



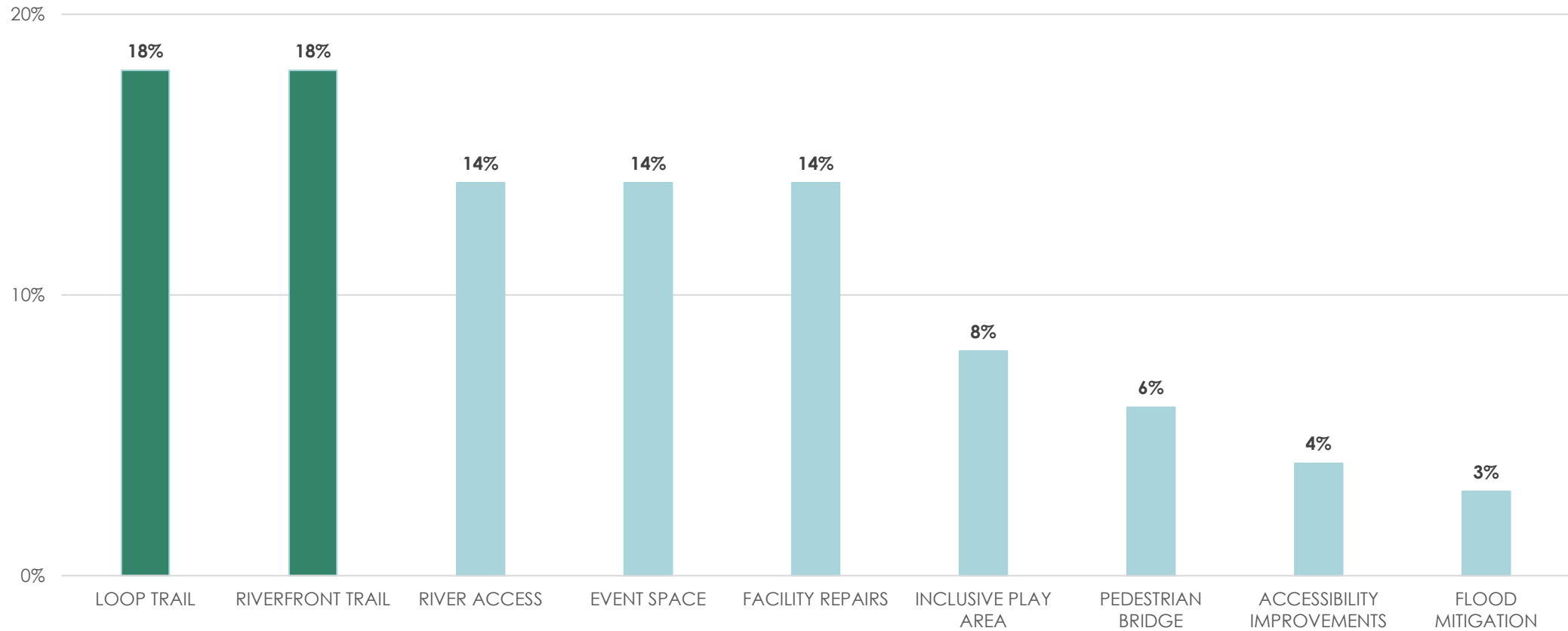
Choose up to three moderate cost (\$50,000-\$250,000) project types that you think should be the highest priority for McMinnville.

Responses=957



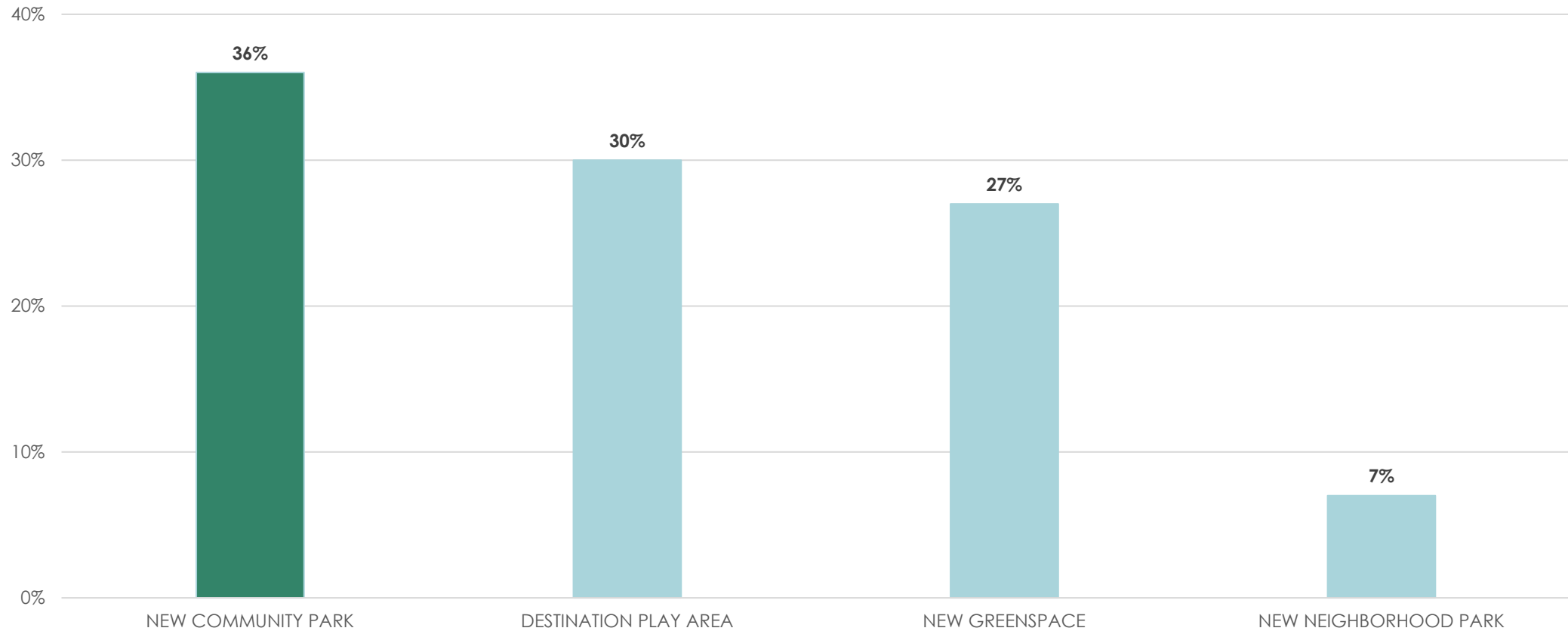
Choose up to two high cost (\$250,000-\$1,000,000) project types that you think should be the highest priority for McMinnville.

Responses=937



Choose one highest cost (greater than \$1,000,000) project type that you think should be the highest priority for McMinnville.

Responses=914



3. GEOGRAPHIC PRIORITIES

The survey then posed questions about prioritizing the key needs identified by the community for different parts of the city.



Connections

Connections, such as trails or access improvements, were within the top two priority project types for all four geographic areas in McMinnville.



Play and Gathering

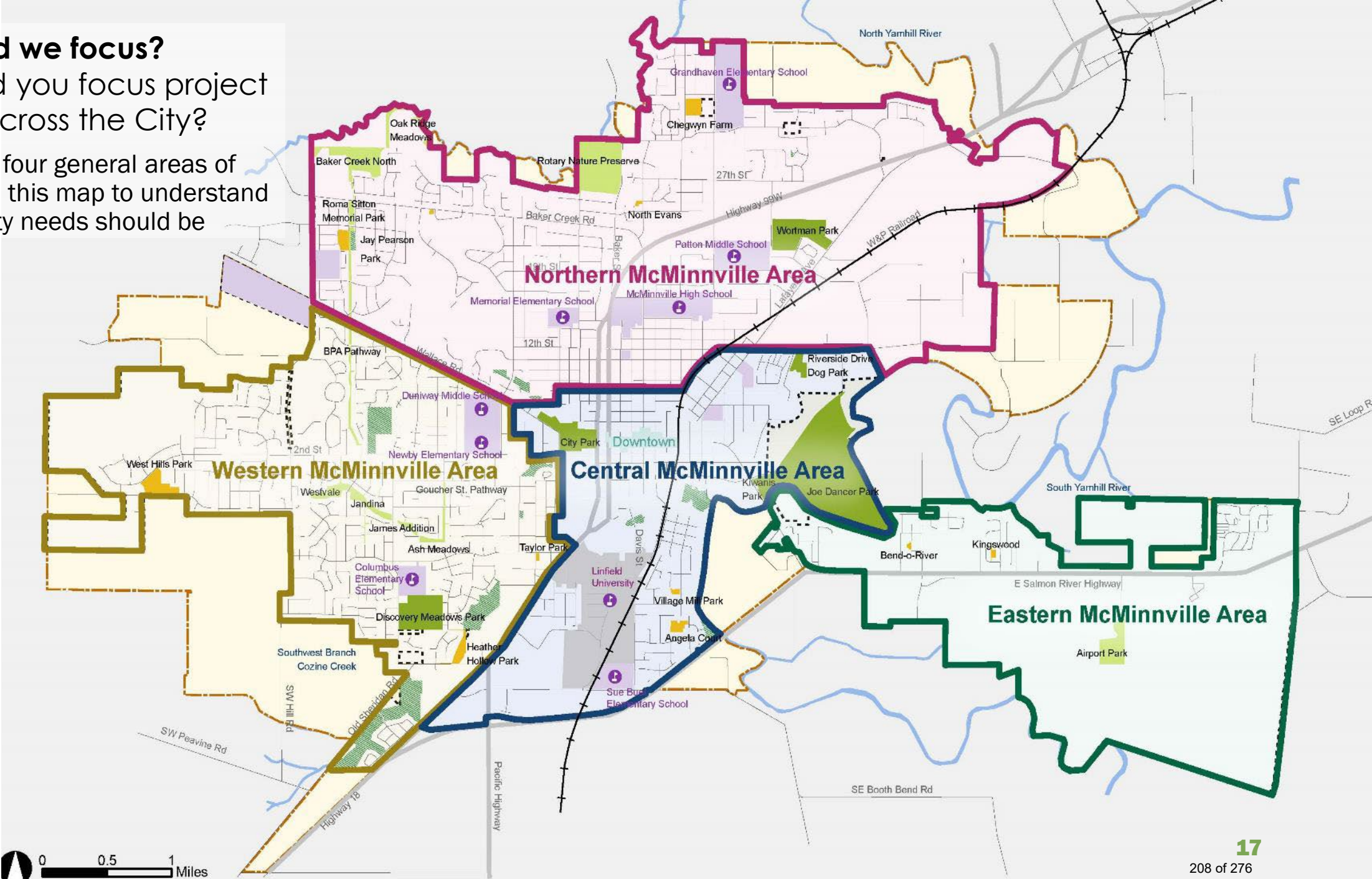
Play and Gathering, such as play areas, sports facilities, or community spaces, were also within the top two priority project types for all four geographic areas in McMinnville.

Geographic Location	Connections	Play and Gathering	Reinvestment	Nature
Central McMinnville Area	X	X	X	
Western McMinnville Area	X	X		
Northern McMinnville Area	X	X		
Eastern McMinnville Area	X	X		

Where should we focus?

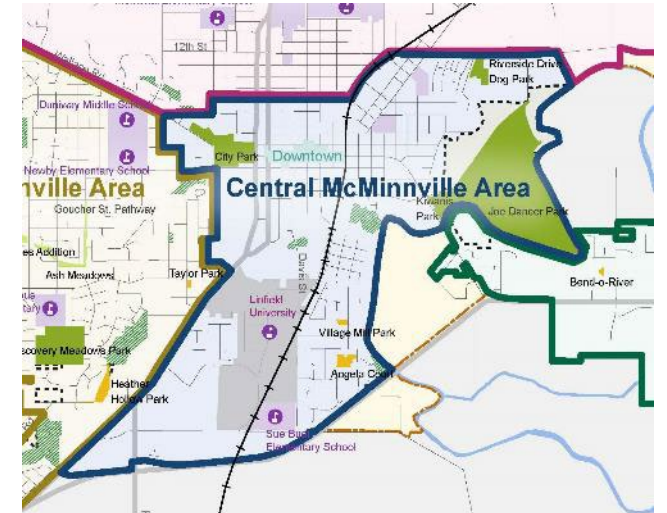
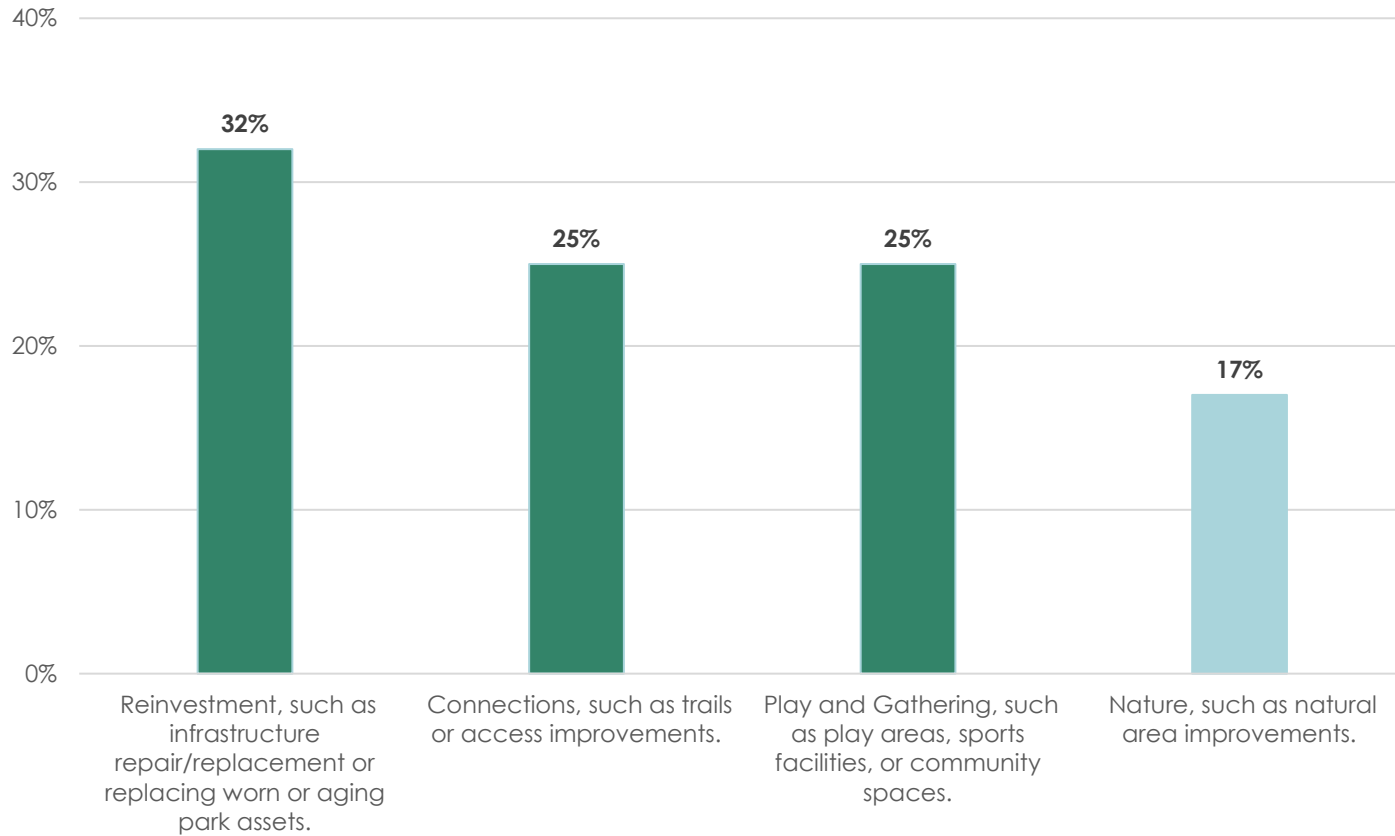
Where would you focus project categories across the City?

The survey used four general areas of the city shown in this map to understand where community needs should be prioritized.



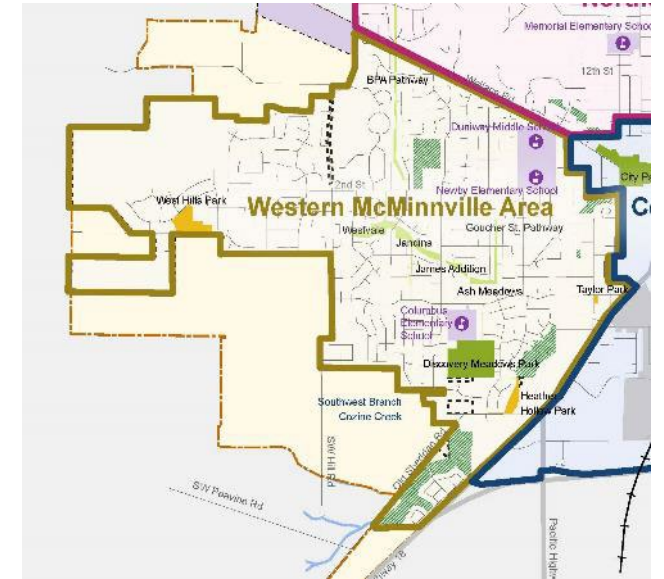
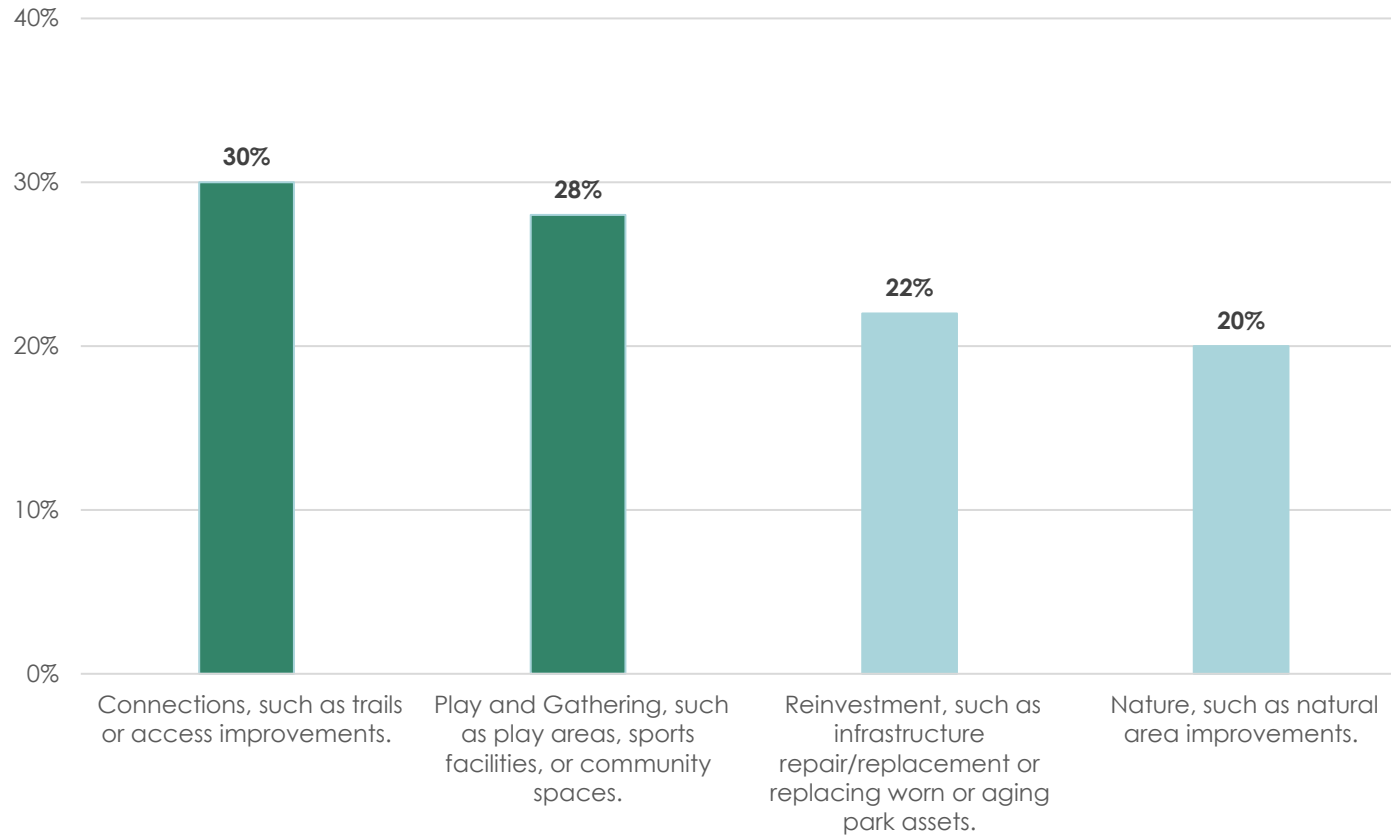
In the Central McMinnville Area, what two project types are the highest priority?

Responses=667



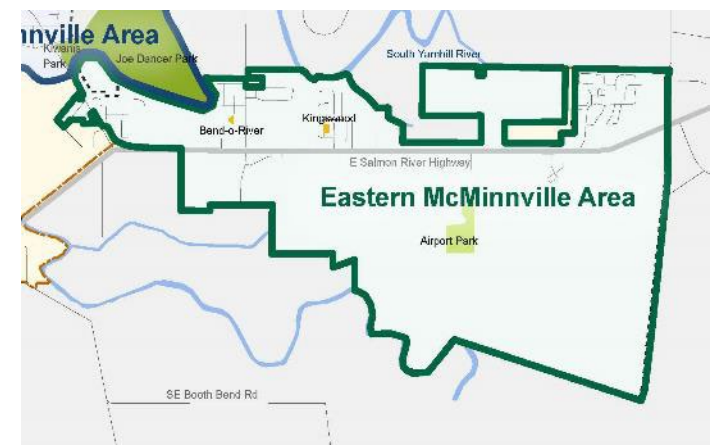
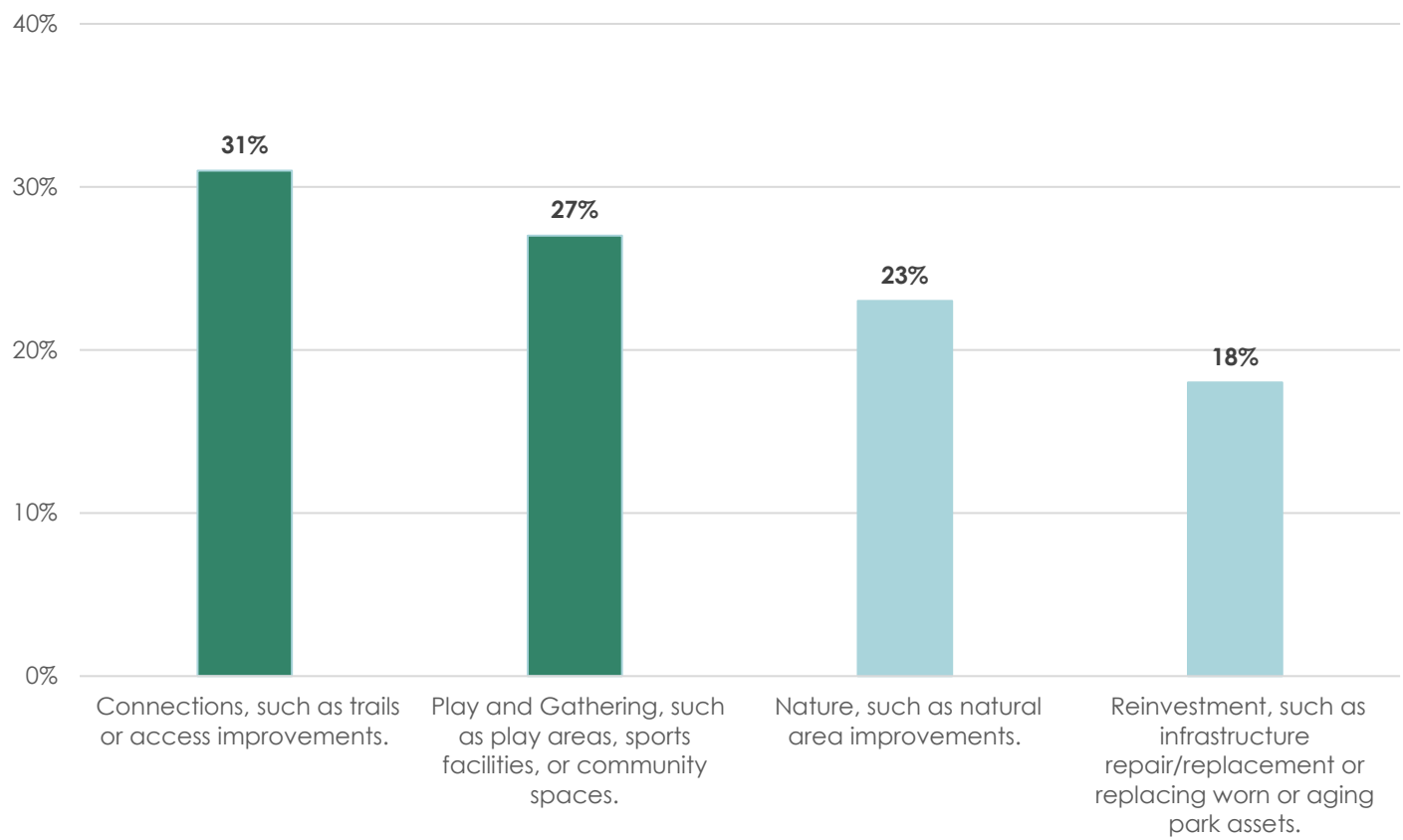
In the Western McMinnville Area, what two project types are the highest priority?

Responses=647



In the Eastern McMinnville Area, what two project types are the highest priority?

Responses=578



4. ADDITIONAL COMMENTS

The survey also allowed respondents to provide any additional comments or ideas through an open-ended question. The appendix provides all open-ended comments received from survey respondents.



Write-in comments
from 293 respondents



Park Safety and Cleanliness

Park safety and cleanliness (trash, drug paraphernalia, restrooms, etc.) is a top priority of write-in respondents.



Accessible Trails and Safe Connections

Additional trails and connections that provide safe and accessible multi-modal access to parks, facilities, schools, and other key destinations is a top priority.



Improve Existing Parks and Facilities

Prioritizing maintenance, improvements and additional amenities in existing parks prior to developing new parks and facilities is a top priority.

PROPOSED COMPREHENSIVE PLAN AMENDMENTS VOLUME I – BACKGROUND INFORMATION

PARKS AND RECREATION, OPEN SPACES, NATURAL AREAS, SCENIC AREAS

McMinnville is blessed with a large number of varied parks and recreation facilities, open spaces, natural areas, and scenic areas. The provision of these amenities is a product of both public and private agencies and groups, and the continued protection and provisions of these resources and facilities is of vital concern to the city. This section of Chapter VII inventories and identifies the aforementioned resources and facilities, examines concerns peculiar to each area, and assesses the adequacy of these resources and facilities when measured against established standards.

The following section of Volume I of the McMinnville Comprehensive Plan and the 1999 Parks, Recreation and Open Space Master Plan will be replaced by the June 2024 Parks, Recreation and Open Space Plan, except pages 36-43, 56-63, and 99-109.

PARKS AND RECREATION FACILITIES

~~McMinnville has an extensive parks system and an active recreational and leisure time program operated by the Parks and Recreation Department. The parklands range from the picnic and light recreational-type park (City Park and Wortman Park) to the recreational-oriented Riverside Drive Park, and also include neighborhood tot lots. Airport Park has been retained for the most part, in its natural state, but does have a system of trails that makes it a jogger's haven. The recently acquired Tice Property will if developed under the guidelines established in the park's master plan, become a natural refuge, unique to our urban area. It will allow the unobtrusive entrance of people into the natural beauty of a marshland habitat. This treasure, located within the city limits, will offer many opportunities for the education of both young and old to nature's wonders.~~

~~The existing recreational and leisure time programs, which utilize school district facilities, for the most part, are expected to add new dimensions and services with the advent of the new Community Center. This center will be the base for a multitude of youth, senior citizens, community, recreational, and leisure time activities.~~

~~The existing parks and recreation facilities within the community are identified in Figure VII-8, and the parks are mapped in Figure VII-9. The inventory of recreational facilities includes the school district grounds and facilities.~~

PARKS AND RECREATION FACILITIES – ASSESSMENT

~~Various measures have been developed by agencies concerned with Parks and Recreation to determine the "adequacy" of lands and facilities. These measures are usually designed for larger cities; if used, they must be carefully applied since they do not account for many factors affecting local situations. They can, however, serve as a very general measure of the adequacy of our parklands and recreational facilities.~~

~~The Parks and Recreation Branch of the State Department of Transportation has provided us with guidelines (taken from the Statewide Comprehensive Outdoor Recreation Plan, 1977) for~~

assessing the adequacy of our parklands and recreational facilities. These guidelines set minimum local recreation standards (minimum acres for facilities per 1,000 people) for various types of facilities. Figure VII-10 contains the minimum standards for the types of facilities available in McMinnville and the number of acres and /or facilities the city currently has.

Examination of McMinnville's situation in relation to the state's standards shows that the city meets or exceeds most requirements. The only glaring deficiency is in the number of play lots (tot lots). This deficiency, however, must be qualified by two factors. First, land will be acquired through the subdivision ordinance for possible future development of tot lots. The amount of land acquired (one acre per 400 people) exceeds the requirement for tot lots of one acre per 5,000 people. The number of tot lots developed will depend on the size and location of the subdivision and the type of land acquired. Second, the development and maintenance of the tot lots involves a proportionately higher expenditure of money and manpower than larger parks. For this reason money, in lieu of land, will be taken from some subdivisions in order to fully develop the land which is acquired.

Figure VII-10

MINIMUM LOCAL RECREATION STANDARDS

Facility	Minimum Acres of Facilities per Thousand People	McMinnville: Minimum Requirements	McMinnville: Existing Facilities
Play Lot (Tot Lot)	1 lot per 800 people	13 lots	7 lots
Neighborhood Playgrounds	1 ½ acres per 1,000 people 1 facility per 3,000 people	19.8 acres 4 facilities	19 acres (approximately) 5 (school playgrounds)
City Parks	1 facility per 20,000	1 facility	3 facilities (Airport Park, Tice Property, Riverside Drive Property)
Playfields	1 ½ acres per 1,000 people	9.8 acres	30 acres (approximately) (Riverside Drive Property, Jr. & Sr. High Schools)
Baseball Softball	1 field per 6,000 people 1 field per 3,000 people	2 fields 4 fields	3 existing (1 proposed)
Swimming Pools			
Indoor Outdoor	1 pool per 10,000 people 1 pool per 40,000 people	1 --	1 pool 1 pool
Tennis Courts	1 court per 2,000 people	6 or 7	14 (2 private, 4 at Linfield)

SOURCE: Statewide Outdoor Comprehensive Plan, 1977, City of McMinnville Inventory.

Another important aspect of the criteria for evaluating the adequacy of our parks and recreational

facilities is the location of those facilities in relation to the existing residential neighborhoods. Most residential areas in the city are within one quarter to one half mile of a park or playground. The major parks are distributed throughout the developed portions of the city. The future siting of small parks and playgrounds (as well as some larger parks in larger subdivisions) will be assured through the subdivision ordinance. The location of parks in specific areas of the city will be more fully discussed in the next chapter of the report.

Future expansion of recreational programs will take place in the new Community Center. Recreational activities, which will take place, include general exercise classes, basketball, volleyball, racquetball, handball, table tennis, and jogging. Cultural and social leisure time activities will also be provided for all age groups within the community. The development of the Community Center should relieve some of the problems of scheduling caused by the limited facilities now available in the city and should allow for development of some new recreational programs.

Providing recreational opportunities to all segments of the population is an important element in Statewide Goal #8. The City Parks and Recreation Department currently provides several programs for handicapped children including Special Olympics and backpacking excursions. The new Community Center will provide additional leisure activities for the elderly and youthful segments of the community.

Assessment of the "adequacy" of existing facilities and programs and the "needs" in these areas for future populations is a difficult task. Statewide goals and guidelines suggest the use of the Statewide Comprehensive Outdoor Recreation Plan. Examination of this document (and the Outdoor Recreational Demands Bulletin) has not proven especially useful for the city since most data is collected on a county wide basis. In addition, the city provides more than its share of the facilities identified as highest priority within the county.

Based on the general guidelines contained in the Statewide Comprehensive Outdoor Recreation Plan, the city has an adequate amount of parkland. Geographically, the parks and playgrounds (including schools) are generally distributed throughout all sections of the city. By these guidelines, we have adequate recreational facilities—ballfields, swimming pools, tennis courts. The addition of the Community Center and the construction of new ballfields on Riverside Drive will add to our recreational opportunities. Private construction of a racket (tennis and racquetball) facility is expected, and Linfield College plans to build a new athletic complex.

Community Attitude Survey responses show that the improvement of existing parks and the development of small neighborhood parks are the highest priorities among citizens of McMinnville. A question concerning the perception of recreational facilities in the city found only 50 percent of the respondents stating that the existing facilities created a good impression.

These general guidelines and survey answers do not fully address the desires of the community and the needs of the population to the year 2000. The determination of future recreational facilities, the location of desirable parklands, and the creation of economically feasible methods to finance acquisition, development, and maintenance of those lands and facilities should be accomplished through development of a parks and recreation master plan

SPECIAL AREAS

The comprehensive plan map adopted with this plan shall not designate future proposed parklands, but instead the plan text will identify site specific future park sites and identify methods

~~of acquiring or developing park sites. Existing parks, too, shall no longer be designated as such on the comprehensive plan map; protection of these areas will be insured, however, by public ownership.~~

~~The city feels that the determination of future parklands should be part of a parks master plan. Given the provisions of the subdivision ordinance, residential areas will contribute a great deal of land and/or money for development of future parks. This section of the report will identify and examine parks and open space possibilities within future residential growth area.~~

~~Residential Areas:~~

~~The city has examined the topography and vegetation of residential growth areas north, west, and southwest of the city. Much of the land in these areas is flat and treeless in character. There are, however, some distinguishable areas that come to attention. Several potential parks and open spaces were studied and are identified below and mapped in Figure VII-11:~~

- ~~1. The Jandina development (Area 1) will include a linear park of approximately five acres. This park parallels a drainage swale running northwest to southwest through the parcel. Development plans for this parcel include construction of a bike and foot path along the length of the park that will be connected at several points with other bike/foot paths that run throughout the subdivision.~~

~~The drainage swale also runs through two parcels to the east of Jandina (A and B), continuing northeast to the Cozine. Goucher Street, which parallels the western boundary of Parcel B, is an unimproved street that has been retained as a public right-of-way. In addition, two proposed subdivisions (C) have ten-foot right-of-ways connecting public streets to Goucher Street. All the parcels mentioned here are within the city limits and will have urban services available in the near future.~~

~~The city will examine the following proposals as this area develops:~~

- ~~a. The city should acquire the land in and around the drainage swale and the grove of trees as part of the parkland requirements.~~
- ~~b. The city should study these possible developments for the area:
 - ~~(1) Extension of the bike/foot path from Jandina through Parcel B to Goucher Street. The path could be extended up Goucher Street to West Second.~~
 - ~~(2) Acquisition (through the subdivision ordinance) of additional land in the vicinity of the trees for development into a playground and picnic area. This additional land could be connected to the path system.~~~~

- ~~2. In the southwestern portion of the city (Area 2) stands another grove of trees (C) within a generally flat and treeless area. Southwest of this grove of trees lies a farm pond and additional trees, which abut Old Sheridan Road across, form the Grange. The area in which this proposal is located is currently outside the city limits, but is in the urban growth boundary.~~

~~The city will examine the following proposals as this area develops:~~

- ~~a. The city should acquire the large grove of trees (Parcel A) as part of the parkland requirements. This grove is mostly located in one parcel and will probably exceed the requirements of the subdivision ordinance for parks. Decisions will have to be made~~

~~whether or not to purchase the whole grove with additional city monies or accept only a portion of the grove.~~

~~b. The city should study these possible developments for the area:~~

~~(1). Utilize the farm pond for recreational type uses.~~

~~(2). Construct a hiking path from the trees to Old Sheridan Road.~~

~~(3). Establish a picnic area near the grove of trees.~~

~~3. An imaginary extension of Wallace Road from its present terminus northwest of Hill Road traces the path of a man-made millrace that once played an important part in McMinnville's early history. The millrace is bordered on both sides by rows of trees along its entire course that offer relief to the generally flat and treeless terrain in this area.~~

~~Approximately one-half mile north of the terminus of Wallace Road lies a large grove of trees (approximately two to three acres) adjacent to the millrace (D). North of this grove is a corridor of trees which connects the first stand of trees (D) to a larger stand of trees (E) owned by Michelbook Country Club. These stands of trees, again, are some of the few trees within these future residential growth areas.~~

~~The potential exists in this area to develop a bike/foot path system along the millrace that could ultimately stretch from Hill Road to City Park and the downtown core. Preservation of these stands of trees would offer open space and park potential. However, certain problems would be encountered:~~

- ~~• The middle of the millrace is the property line dividing all adjacent parcels. Wallace Road is planned for extension to Hill Road as a collector. Locating Wallace Road to the north or south of the millrace will place the financial burden for this road on a smaller number of landowners, which has created problems in the past~~

- ~~• Access points to Wallace Road would be necessary for all parcels adjacent to the millrace. This will reduce the continuity of the tree-lined concourse as well as adversely affect the bike/foot path.~~

- ~~• The grove of trees in Parcel A would probably exceed the park requirements for any subdivision in this area. Extra money from the city would be needed. However, this problem could be overcome by two methods. First, money acquired through the subdivision ordinance from surrounding areas could possibly be used. Second, the parcel could be developed as a planned development allowing the construction of the desired density for the area, while preserving the trees.~~

~~With these factors in mind, the city will examine this area as follows:~~

~~a. The city should acquire the stands of trees adjacent to the millrace for future open space and park development.~~

~~b. The city should study the feasibility of preserving and eventually developing the millrace. The implications of this proposal—engineering, financial, etc. should be weighed against any derived benefits.~~

~~4. In connection with the millrace proposal, the city notes that a sixty-foot Bonneville Power Administration transmission line right-of-way runs parallel to Hill Road from Baker Creek Road~~

~~past the millrace to West Second. This area affords possibilities of a bike/foot path running from Baker Creek to the city center. Parcels E, G, and H are owned by one developer who has favorably viewed this concept as part of a planned development for the area.~~

~~Wooded areas in Parcel H could also be developed as parks and/or playgrounds. Some problems do exist with the parcel, including future opposition and complaints from adjacent homeowners. However, the city recommends further study of the proposal.~~

~~The four proposals identified above suggested possible parkland developments that could be accomplished through use of the subdivision ordinance. The proposals were chosen because of their unique features which contrast to the general flatness and treelessness of the area. Other recreational activities for the area, such as ballfields, large picnic areas, etc. have not been overlooked—the Quarry Park will serve the area as well as the Tall Oaks School ballfields and play areas. In addition, the parks proposed would not fill the land requirements of the subdivision ordinance for the whole area. Since the parcels in this area are fairly large, additional major parks (two and five acres) could be acquired and developed or series of open spaces may be preserved. As a final possibility, money could be required, in lieu of land, to improve and maintain the proposed developments. The final decision on these matters should be accomplished through a citywide master plan.~~

Three Mile Lane and West Hills Areas

~~Three Mile Lane and the areas within the city limits west of Hill Road require special attention because of their future development patterns.~~

~~If the current trends continue, development along the north side of Three Mile Lane will occur at an R-1 density under the provisions of the planned development ordinance. If this is the case, the following factors must be considered:~~

- ~~1. The area is relatively isolated from other sections of the city (geographically by location and physically by man-made barriers) preventing the use of pedestrian transport means to reach other city parks.~~
- ~~2. No major city parks, except the Airport Park, are located in the vicinity of Three Mile Lane. Airport Park is effectively isolated by the highway.~~

~~For these reasons, the city will examine the following proposal:~~

- ~~1. All subdivisions developing on Three Mile Lane must provide land for parks except under the condition described below:~~

~~An adequate amount of parkland and equipment is available and reachable by safe and convenient pedestrian access within a short (one-half mile more or less) distance.~~

~~The West Hills area of the city offers one of the most distinctive scenic features along our boundaries. The development pattern for this area is under careful study at this time. When the development pattern is decided, the preservation of the scenic values of this area could be enhanced through the designation of a planned development overlay on this land. The planned development overlay for the West Hills should include a provision to place emphasis on the preservation of aesthetic and scenic values for these areas.~~

The city therefore recommends that:

A planned development overlay should be placed on areas within the urban growth boundary west of Hill Road. Emphasis should be placed on preservation of scenic values in the development of these areas.

Cozine and Baker Creeks and the Yamhill River

Under the provisions of the subdivision ordinance, lands within the recognized floodplain of waterways in the city cannot be developed for most uses. In and around McMinnville, this requirement provides a great deal of open space and natural areas which can be preserved.

Ownership of the land within the floodplains remains in the hands of private individuals. Efforts have been made in the past to acquire some of this land (the Cozine Greenway Project) but have met with stiff opposition from land owners who fear (and many times rightly so) vandalism and encroachment on the privacy of themselves and their property.

The city has been able to acquire some portions of the Cozine Creek floodplain. Development plans for this area have not been made. A major reason nothing has been done is that there is a difference in opinions about what type of development, if any, should take place within floodplain areas. Our community attitude survey showed that an equal percentage of people wanted to: (1) leave the floodplain in its natural state, (2) allow minimal development (trails), and (3) allow more intense development (trails, picnic areas, etc.).

The city is continuing to acquire floodplain areas as part of the park requirements of the subdivision ordinance. Most of these floodplain areas (Shadowood and Crestwood Subdivisions along Wallace Road) are natural areas.

The city will examine the following in relation to waterway floodplains:

The city should continue to acquire floodplain lands, through the provisions of the subdivision ordinance and other available means, for future uses as natural areas, open spaces, and/or parks.

FINANCES

Parks and Recreation funding comes through three basic sources: charges for services; government grants; and levied taxes. Grants fluctuate from year to year as different projects are undertaken. Levied taxes generally account for 45 to 55 percent of funds. Expenditures for personal services and park maintenance generally account for the bulk of the funds used.

Money acquired from the provisions of the subdivision ordinance is put into an escrow account and must be spent to benefit the specific area from which the money is received.

The future availability of funds may be greatly affected by property tax reform measures currently being developed by the state legislature. Cutbacks in services and improvements may be made as well as an increase in charges and fees.

Coordination and Compliance

The city will stress the need for greater cooperation and coordination of plans and programs between the city and the school district. This concept could be increased to include greater cooperation between the city and all groups involved in recreation and leisure activities. Parks—

~~Director Galen McBee states that it is his wish to see the city and various recreational groups complement, rather than compete with, each other with a variety of recreational facilities and programs. This coordination could be furthered through a parks and recreation master planning process.~~

~~The school district, especially, must closely coordinate its plans and programs with the city. These two agencies (city, school district) supply most of the recreational facilities and programs to the community. Close examination should be given to ways to share expenses, areas (City Park adjacent to school playground), and facilities.~~

~~This element of coordination should go far beyond the exchange of ideas and information. The idea of coordinating activities, facilities, and land acquisitions should be a primary consideration for a parks master plan.~~

OPEN SPACES AND NATURAL AREAS

Parks and recreation lands and facilities, as we have been examining them, can be defined as those areas which serve specific purposes for the community – either as recreational/athletic centers or as natural area preserves. In addition to these specific purpose areas, great value is placed on the retention of visually and aesthetically pleasing environments – open areas. These open spaces offer variety to the developed landscape of an urbanizing city and enhance the livability of a community. Open spaces differ from parks primarily in that they encompass cultivated fields and land not necessarily suited for parks – generally those areas which are not developed for urban uses.

The open spaces within and around the McMinnville urban area are primarily agricultural lands - The notable exceptions to these agricultural open spaces are:

1. The areas within the floodplain of Cozine and Baker Creeks and the Yamhill River.
2. The areas incorporated into the Michelbook Golf and Country Club.
3. The grounds of Linfield College.

The transition from urbanizable to urban uses within our established urban growth boundary will diminish the amount of agricultural open space within the city. Some future open spaces will be preserved through the following methods:

1. The parkland section of the subdivision ordinance. Land will be acquired through the subdivision ordinance for both parks and recreation purposes and as open spaces.
2. The floodplain zone. Urban development (residential, commercial, and industrial uses) cannot occur within a floodplain zone.
3. City land acquisitions. The city, through the Parks and Recreation Department, will continue to acquire park and open space lands when and where feasible. Continued public input into this land acquisition process will occur.

~~Recent legislation, both federal and state, has created new opportunities for the preservation of open spaces. Two of the most important pieces of legislation are the state and federal open space land programs. These programs are administered by the Oregon Department of Revenue on the state level and the Community Resources Development Administration of the Department~~

~~of Housing and Urban Development on the federal level.~~

~~The federal open space lands provides 50 percent of the funds for acquisition and development of open space and parklands. The Oregon Open Space Lands Program (ORS 308.240) utilizes reduced tax assessments for lands which are deemed desirous as open space. It is up to local governments to weigh the benefits of an application for open space designation against the potential loss in revenue.~~

The lands considered worthy of open space designation include those which:

1. Conserve or enhance natural or scenic resources;
2. Protect air or streams or water supplies;
3. Promote conservation of soils, wetlands, beaches, or tidal marshes;
4. Conserve landscaped areas, such as public or private golf course, which enhance the value of abutting or neighboring property.
5. Enhance the value to the public of abutting or neighboring parks, forests, wildlife preservers, nature reservations, sanctuaries, or other open spaces.s;
6. Enhance recreation opportunities;
7. Preserve historic sites;
8. Promote orderly urban or suburban development; or
9. Affect any other factors relevant to the general welfare of preserving the current use of the property.

~~In 1976, approximately 5,000 acres were part of this program in Oregon.~~

There are currently no natural areas of statewide or national significance in McMinnville. No resources identified by the Nature Conservancy, federal or state agencies are located within the McMinnville Urban Growth Boundary.

The city does, in the Tice Property, have a local, unique natural area which shall be develop in a manner to permit use for study and leisure, but which will not substantially affect is natural state.

RECREATION TRAILS

~~Oregon has begun development of a statewide system of trails for hiking, bicycling, walking, and horseback riding.~~

Under the Oregon Recreation Trails System Act, high priority is given to developing trails in or near cities. McMinnville currently has no trails recognized under the Trails Act and is not included in the proposed Statewide Trails System. Attempts have been made to acquire access and/or land within the Cozine floodplain for development of a path and trail system. However, opposition from adjacent landowners prevented realization of this project. Development of hiking trails may occur in the future as monies and lands become available. Bike paths are currently being examined; limited funds will be available through gas tax revenues

Based on the information contained herein on ~~parks and recreation facilities~~, open spaces, natural areas, scenic areas and recreational trails, the city finds that:

1. ~~The City of McMinnville has, in aggregate, an adequate amount of parkland to serve the needs of its present population. Additional parkland will need to be acquired as the city grows.~~
2. ~~Reponses to the Citizens' Advisory Committee Survey showed that area residents have three major concerns: improving existing parks; developing small neighborhood parks; and acquiring land along Cozine Creek.~~
3. ~~The City of McMinnville and McMinnville School District 40J provide most of the parks and recreation facilities and programs for area residents.~~
4. ~~The City and School District 40J currently share use of some facilities. Expansion of the City-School District cooperative efforts into areas of joint acquisition, development, and maintenance of school/parks should be examined.~~
5. ~~The city has provisions for the acquisition of parkland, or money in lieu of land, with each new residential development.~~
6. ~~Local parks (tot lots) serve a beneficial purpose for neighborhoods; improvements and maintenance costs, however, can be expensive and must be considered.~~
7. The city has no natural areas identified in the inventory of federal, state, and interagency programs conducted by the Nature Conservancy for the Parks and Recreation Branch of the Department of Transportation.
8. The city currently has no trails in existence of planned as part of the Oregon Recreational Trails System. Examination of the Cozine Creek floodplain for trails will be undertaken as the city acquires more of this floodplain area.
9. ~~A master plan for the total parks and recreation system has not been developed. Plans for specific parks—Tice and Quarry—will be developed.~~
10. ~~Funding for parks and recreation programs and projects comes from three main sources: levied taxes, government grants, and charges for service.~~
11. ~~Expenditures for personnel services (salaries, etc.) and materials and supplies generally account for the largest portion of funds spent on Parks and Recreation.~~
12. ~~The availability of future funds for parks and recreation purposes may be greatly affected by property tax reform measures.~~
13. Open spaces within and around the McMinnville area consist primarily of agricultural lands with the notable exceptions of the floodplains of Cozine Creek and the Yamhill River, and the ground of Linfield College and Michelbook Golf and Country Club. Preservation of these areas is desirable.
14. ~~Adequate recreational facilities are available in McMinnville by the standards of the Statewide Comprehensive Outdoor Recreation Plan.~~

15. ~~The Three Mile Lane area is relatively isolated from other sections of the city (geographically by location, physically by man-made barriers) preventing the use of pedestrian transport to reach other city parks. No major parks, except Airport Park, are located in this area. Airport Park is effectively isolated by the highway.~~
16. The West Hills area offers a distinctive scenic feature to the McMinnville area. Emphasis should be placed on the preservation of the scenic values of this area as development occurs.
17. The development of lands at the entrances to the city is an important factor in the appearance and livability of the community. Retention of the natural features and scenic values of the entrances to McMinnville is desirable.
18. ~~Several specific locations in residential areas in western McMinnville have been identified and mapped for the plan. Proposed actions by the city will be examined prior to or concurrent with development of these areas.~~

PROPOSED COMPREHENSIVE PLAN AMENDMENTS VOLUME II – GOALS AND POLICIES

The following amendments are proposed to the McMinnville Comprehensive Plan Policies, as contained in Volume II. New text is **red font**. Text to be deleted is indicated with a strike through font.

Volume II, Goals and Policies, contains the goal, policy, and proposal statements which shall be applied to all land use decisions. Goal, policy, and proposal statements each have different purposes: goal statements are the most general principles; policy statements are directed to specific areas to further define the goal statements; and proposals are possible courses of action open to the City which shall be examined to further implement the goal and policy requirements. Each of these statement types is further defined below:

GOALS: are the broadly-based statements intended to set forth the general principles on which all future land use decisions will be made. Goals carry the full force of the authority of the City of McMinnville and are therefore mandated.

POLICIES: are the more precise and limited statements intended to further define the goals. These statements also carry the full force of the authority of the City of McMinnville and are therefore mandated.

PROPOSALS: are the possible courses of action available to the City to implement the goals and policies. These proposals are not mandated; however, examination of the proposals shall be undertaken in relation to all applicable land use requests.

These recommended amendments include goals, policies and proposals in order to implement the June 2024 Parks, Recreation and Open Space Plan.

CHAPTER VII – COMMUNITY FACILITIES

PARKS AND RECREATION

GOAL VII 3: TO PROVIDE PARKS AND RECREATION FACILITIES, OPEN SPACES, AND SCENIC **NATURAL AREAS FOR THE USE AND ENJOYMENT OF **TO PROVIDE MULTIPLE BENEFITS FOR ALL CITIZENS OF THE COMMUNITY AND THE ENVIRONMENT.****

Policies:

159.00 *The City of McMinnville's Parks, Recreation, and Open Space ~~Master Plan~~ shall serve to identify future **public parkland** needs of the community, ~~available resources, funding alternatives, and priority projects.~~ (Ord. 4796, October 14, 2003)*

160.00 *The City of McMinnville shall encourage the improvement of existing parks and recreation facilities as a priority consideration, **particularly in public parks with***

limited, unsafe, inaccessible, and/or aging park facilities.

- 161.00 The City of McMinnville shall encourage cooperation between public and private recreation agencies and groups *(including higher education providers and downtown/economic development associations)* to provide a full complement of recreational and leisure time activities, ~~to share existing facilities, and to discourage duplication of expenditures and programs.~~
- 162.00 The City of McMinnville and School District 40 shall endeavor to jointly cooperate in the acquisition, development, and maintenance of combined park and school sites wherever desired, feasible, and mutually agreeable to both parties.
- 163.00 The City of McMinnville shall continue to require land ~~or money in lieu of land,~~ from new residential developments for the acquisition and/or development of parklands, natural areas, and open spaces *as identified in the Parks, Recreation and Open Space Plan except when an existing public park is available and reachable by safe (defined as meeting city standards for pedestrian sidewalks and paths) and convenient pedestrian access (half-mile walk) and continue to ensure the checks and balances of operating costs are met, prior to accepting land. Where no land is dedicated, money in lieu of land shall be required.*
- 163.05 *Parks (private and public) in flood zones shall be managed and designed to work with natural systems maximizing mitigation potential and designed to adapt to changes in the natural systems.* ~~The City of McMinnville shall locate future community and neighborhood parks above the boundary of the 100-year floodplain. Linear parks, greenways, open space, trails, and special use parks are appropriate recreational uses of floodplain land to connect community and other park types to each other, to neighborhoods, and services, provided that the design and location of such uses can occur with minimum impacts on such environmentally sensitive lands. (Ord. 4840, January 11, 2006)~~
- 164.00 The City of McMinnville shall continue to *protect* ~~acquire~~ floodplain lands through the provisions of Chapter 17.53 (Land Division Standards) of the zoning ordinance and other available means, for future use as natural areas *and* open spaces, ~~and/or parks.~~
- ~~165.00 The City of McMinnville shall acquire park sites in advance of needs; however, purchase of lands should be closely examined in the light of current costs of land, park maintenance, personnel services, and the existing parks development priorities.~~
- 166.00 The City of McMinnville shall recognize open space and natural areas, in addition to developed park sites, as necessary elements of the urban area.
- 167.00 The City of McMinnville shall encourage the retention of open space and scenic areas throughout the community, especially at the entrances to the City.

- 168.00 Distinctive natural features and areas shall be *protected, retained,* wherever possible, in future ~~urban~~ *park and open space* developments. *Habitat and natural resources should be preserved and incorporated into park design including appropriate public access, transition zones, educational programming, and interpretive signage.*
- 169.00 Drainage ways in the City shall be preserved, where possible, for natural areas and open spaces and to provide natural storm run-offs.
- ~~170.00 The City of McMinnville shall require the provision of lands for parks from all subdivisions on Three Mile Lane, except when an existing park is available and reachable by safe and convenient pedestrian access. Where no land is dedicated, money in lieu of land shall be required.~~
- 170.05 For purposes of projecting future *public* park and open space needs, the standards as contained in the adopted McMinnville Parks, Recreation, and Open Space ~~Master Plan~~ shall be used. (Ord. 4796, October 14, 2003)
- 170.06 The City shall encourage the siting of parks and public spaces in or adjacent to neighborhood activity centers. (Ord. 5098, December 8, 2020)
- 170.07 The City of McMinnville shall strive to provide access to public and private green space and natural areas within a ½ mile radius of most residents.*
- 170.08 The City of McMinnville shall prioritize safe and accessible routes to public parks through interdepartmental coordination and the implementation of crossings, sidewalks, bike infrastructure, and signage within ½ mile of parks and to access facilities within parks.*
- 170.09 The City of McMinnville shall identify barriers to safe and convenient park access for pedestrians and bicyclists as busy streets, railways, topography, and waterways that do not have controlled crossings, when reviewing accessibility and proximity standards.*
- 170.10 The City of McMinnville shall promote safety and security for all users of publicly owned and maintained parks and facilities through a range of design and management strategies.*
- 170.11 The City of McMinnville shall provide adequate maintenance and operations of public parks and recreation facilities by following best practices in maintenance, sustainability, and conservation.*
- 170.12 The City of McMinnville shall support community cohesion through provision of public parks and recreation facilities that enable social gathering and interaction between residents.*

- 170.13 *The City of McMinnville should plan for the location of parks in the proximity of under-represented, under-served neighborhoods and/or high-density developments.*
- 170.14 *The City of McMinnville shall require green space easements (for trails and natural areas) adjacent to riparian corridors, wetlands, or high-value natural resource areas as part of the development project. for all new developments that include or are adjacent to riparian corridors, wetlands, or high-value natural resource areas.*
- 170.15 *For properties annexing into the City, the City of McMinnville shall ensure that they include adequate land for parks and green space to serve the new development that will occur after annexation. The parks and green spaces may be either public or private. In addition, the City of McMinnville shall seek opportunities to acquire and/or preserve areas with environmental, cultural, and historical significance.*
- 170.16 *The City of McMinnville shall protect sensitive lands by requiring adequate development buffers and setbacks, as well as development overlays that promote conservation of natural resources and identify natural hazards, soil conditions, vegetation and tree canopy, cultural and historical resources, wetlands and steep slopes.*
- 170.17 *The City shall strive to preserve and protect scenic views including ridgelines and hills.*
- 170.18 *Notwithstanding the identification of land in the PROS Plan as appropriate for acquisition by the City as publicly owned parkland, the Parks and Recreation Director has the authority to not acquire such land if the acquisition of such land will not meet the needs and interests of the City, based on the analysis of the standards and analysis of the PROS Plan.*

Proposals:

- 28.00 The City of McMinnville should evaluate whether or not to update its parks master plan every five years, and following any major UGB amendment. (Ord. 5098, December 8, 2020; Ord. 4796, October 14, 2003)
- 29.00 The City of McMinnville should explore and implement area planning in areas of the UGB that are not already planned to identify future park and trail sites consistent with the levels of service, maintenance standards and other elements in the Parks, Recreation and Open Space Plan. ~~should continue to monitor the location and size of lands acquired through the parkland (subdivision) ordinance.~~

~~Methods of developing and maintaining the smaller parks in a manner less expensive to the City should be encouraged and explored.~~

30.00 Deleted as per Ord. 4796, October 14, 2003.



Growing McMinnville
MINDFULLY

**McMinnville Growth Management and
Urbanization Plan, 2003 – 2023**

City of McMinnville

**FRAMEWORK PLAN AND
AREA PLANNING**

Appendix G

December, 2020

Amended January 28, 2025

INTRODUCTION:

Note: This Framework Plan was amended by Ordinance No. 5157 on January 28, 2025 to support the “June 2024 Parks, Recreation and Open Space Plan (PROS Plan)”. This amendment reduced the overall needed park land in the UGB expansion areas from 254 acres to 127 acres.

The McMinnville Growth Management and Urbanization Plan (MGMUP) includes areas where the UGB will be expanded to accommodate future growth of the City of McMinnville. Over time, all land in the UGB is expected to be developed for urban uses or for amenities like schools, parks, and public facilities that serve urban uses. In order to allow for the transition from rural to urban land uses in a manner that is consistent with the MGMUP, and more specifically, with the City’s overall land supply needs identified in Appendix B of the MGMUP and the PROS Plan, June 2024, the City will implement a three-step planning process for those lands that are included in the UGB expansion areas.

This implementation and planning process includes the following steps, listed in the order in which they must be completed:

- Framework Plan
- Area Plan
- Master Plan

The order in which the planning process occurs is critical, because each step in the process builds upon the previous step and provides guidance for the future step. The ultimate result of the implementation and planning process is the development of the UGB in a manner that is consistent with the MGMUP and consistent with the land development and urban design concepts that the McMinnville community has embraced. The planning process will also provide future opportunities for the City to demonstrate how it will achieve the overall need for the variety of housing types and land uses as described in Appendix B of the MGMUP and the PROS Plan Update, June 2024.

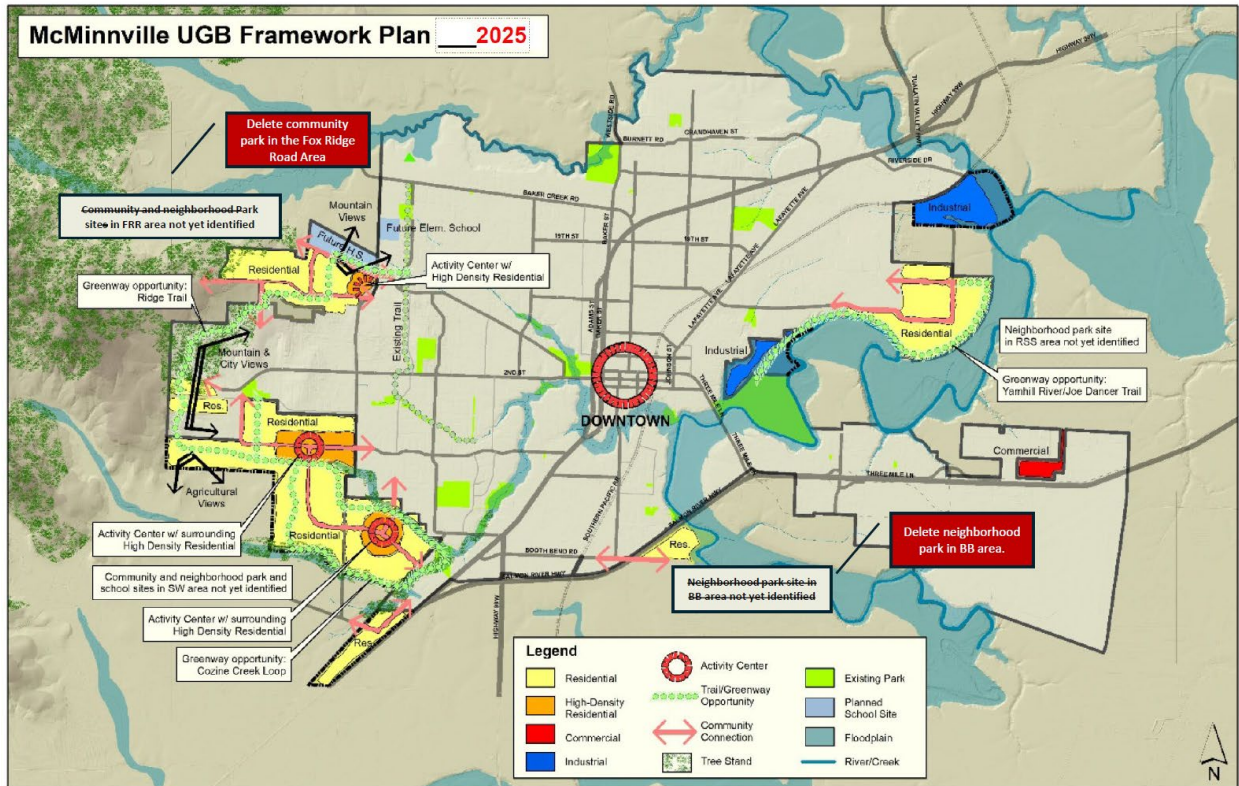
The purpose of Appendix G is to further describe the Framework Plan and Area Planning processes, and how those will be used to apply the land needs identified in the MGMUP to the UGB expansion areas. Appendix G includes a description and summary of the MGMUP Framework Plan. Appendix G also includes a description and summary of the Area Planning and Master Planning processes. Finally, Appendix G includes guidance for the City to consider when initiating and completing Area Plans for the UGB expansion areas. This guidance is based on the identified land use needs in Appendix B of the MGMUP and the PROS Plan, June 2024. The guidance is intended to be conceptual and further refined through the Area and Master Planning process. However, guidance is provided for how identified land needs may be distributed between and within UGB expansion areas to fulfill those identified land needs in Appendix B of the MGMUP and the PROS Plan, June 2024.

Potential opportunities for land uses are also identified in this guidance for further consideration during the Area Planning process.

Framework Plan

The McMinnville Framework Plan identifies a general urban land use concept for lands that are included in the UGB expansion areas. The Framework Plan also identifies potential opportunity areas where certain land uses or urban forms may be desirable or feasible based on land characteristics and the existing built environment. Different types of land uses are shown in the Framework Plan in amounts that are roughly proportional to the acreage needed for these uses in the MGMUP (Appendix B) and the PROS Plan, June 2024. In addition, the Framework Plan identifies potential locations for major street corridors, neighborhood commercial nodes, and other land uses identified as needed in the MGMUP in a way that achieves a well-balanced land use distribution and development pattern. However, the potential locations shown in the Framework Plan are not binding. Further Area Planning and Master Planning will more specifically identify the locations and sizes of particular land needs after further consideration of an area’s characteristics and relationship to surrounding urban uses (whether existing or planned in other UGB expansion areas).

Figure 1 – MGMUP Framework Plan (Amended 2025 by Ordinance No. 5157)

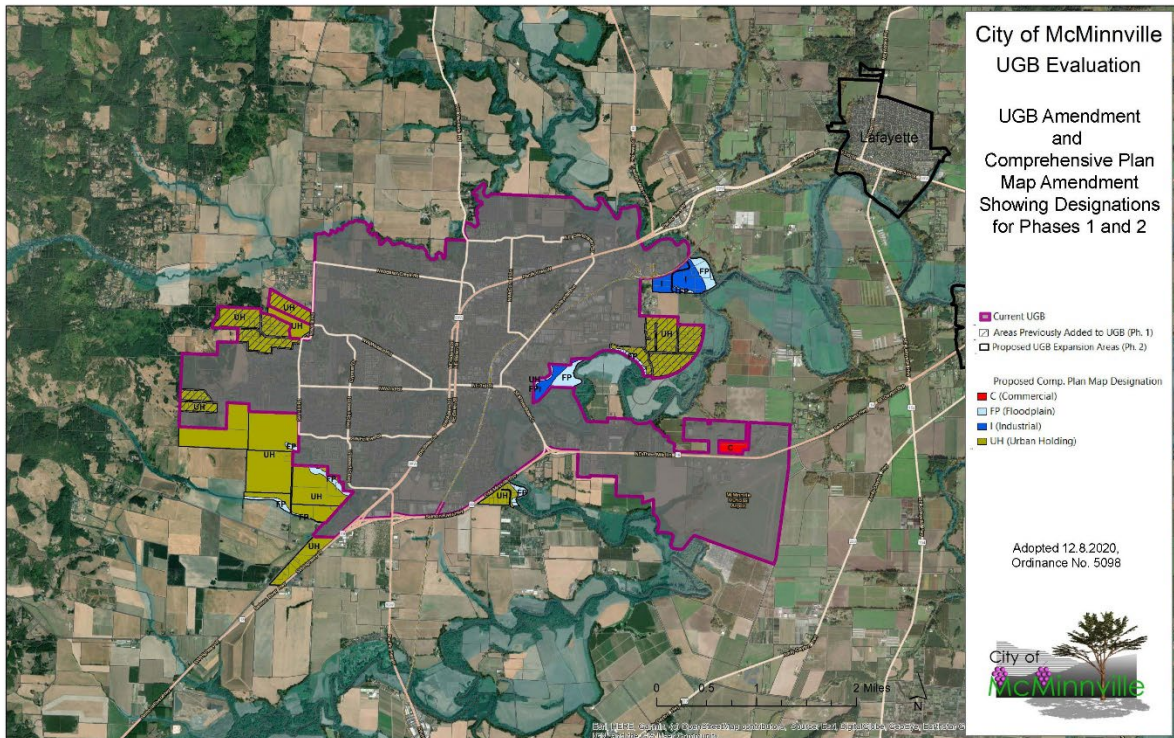


The McMinnville Framework Plan is included in the MGMUP. Therefore, the first step in the implementation process is complete with the adoption of the MGMUP. However, while the Framework Plan is included in the MGMUP and is referenced in it, the Framework Plan is not formally adopted with the MGMUP and is not binding on land owners, developers, or the City. The Framework Plan is intended to be conceptual in nature, and serve as an advisory plan that informs and provides guidance for more detailed Area Planning and Master Planning that will be required for lands that are annexed into the City.

If, at the time of this more detailed Area or Master Planning, there is a desire to modify the development concepts shown in the Framework Plan, an analysis must be completed that demonstrates how the land needs, housing densities, and commercial uses depicted in the Framework Plan for a particular area can be accommodated elsewhere, and still do so in a way that is consistent with the MGMUP and its intended development pattern and principles.

The MGMUP also includes an updated Comprehensive Plan Map for the City of McMinnville, which provides Comprehensive Plan designations for all lands included in UGB expansion areas. Land brought into the UGB is initially assigned an Urban Holding (UH) Comprehensive Plan designation, unless it is specifically identified for only Industrial or Commercial land uses (this applies only in specific areas that were included in the UGB based on their suitability for only industrial or commercial use). Lands with the UH comprehensive plan designation will retain their underlying, rural County zoning or may be placed in an Urban Holding zone.

Figure 2 – MGMUP Comprehensive Plan Map



Area Planning and Master Planning

Area Planning:

Following the adoption of the MGMUP, the City will complete Area Plans for lands that are included in the UGB expansion areas. The Area Plans will more specifically identify land uses, their locations, and their relationship to public facilities, natural resources, and existing urban uses. The land uses identified in an Area Plan must be consistent with the Framework Plan and the needed land types identified in the MGMUP.

Area Plans must embody the development principles of the MGMUP and other City land use policies and standards. The MGMUP provides guidance for the planning and development of fully integrated, mixed-use, pedestrian-oriented neighborhoods. Therefore, Area Plans will be developed to be consistent with the guidelines and characteristics of the Traditional Neighborhood model described in Chapter VII of the MGMUP. This will include the potential identification of locations that would be suitable for Neighborhood Activity Centers (NACs) to meet neighborhood commercial land needs as identified in the MGMUP and also support surrounding residential development, as described in Chapter VII of the MGMUP. In addition, Area Plans will be consistent with the City's adopted Great Neighborhood Principles.

As described in Comprehensive Plan Policy 187.10, the Great Neighborhood Principles are intended to "...guide the land use patterns, design, and development of the places that McMinnville citizens live, work, and play. The Great Neighborhood Principles will ensure that all developed places include characteristics and elements that create a livable, egalitarian, healthy, social, inclusive, safe, and vibrant neighborhood with enduring value, whether that place is a completely new development or a redevelopment or infill project within an existing built area." The Great Neighborhood Principles are provided in Comprehensive Plan Policy 187.50.

Area Planning Process:

An Area Plan must be adopted for any land within the UH comprehensive plan designation prior to annexation, rezoning, or development. Area Planning will be initiated and completed by the City, and adopted by the City Council as a guiding land use document. The adoption of the Area Plan is not a land use decision process, and does not result in any changes to comprehensive plan designations or zoning.

If the City has not yet adopted an Area Plan for lands within UGB expansion areas that are designated as UH lands, property owners may initiate the Area Planning process. The initiation of the Area Planning process will require the submittal of a land use application for the adoption of an Area Plan. The Area Planning process may be initiated by property owners for land areas of 100 acres or more.

Master Planning:

Following the adoption of an Area Plan, individual property owners or developers must complete a Master Planning process to allow for annexation and development to occur in UGB expansion areas. The Master Planning process will require a more detailed analysis of the land in question and the proposed uses to ensure consistency with the planned and desired growth of the city.

The uses included in a Master Plan must be consistent with the land uses identified in the adopted Area Plan that is applicable to the land in question.

Master Planning Process:

Prior to the City Council’s approval of an annexation agreement to allow land within the UGB to be annexed into the city limits, property owners must complete a Concept Master Plan to identify how the land will be developed in accordance with the Framework Plan and applicable Area Plan.

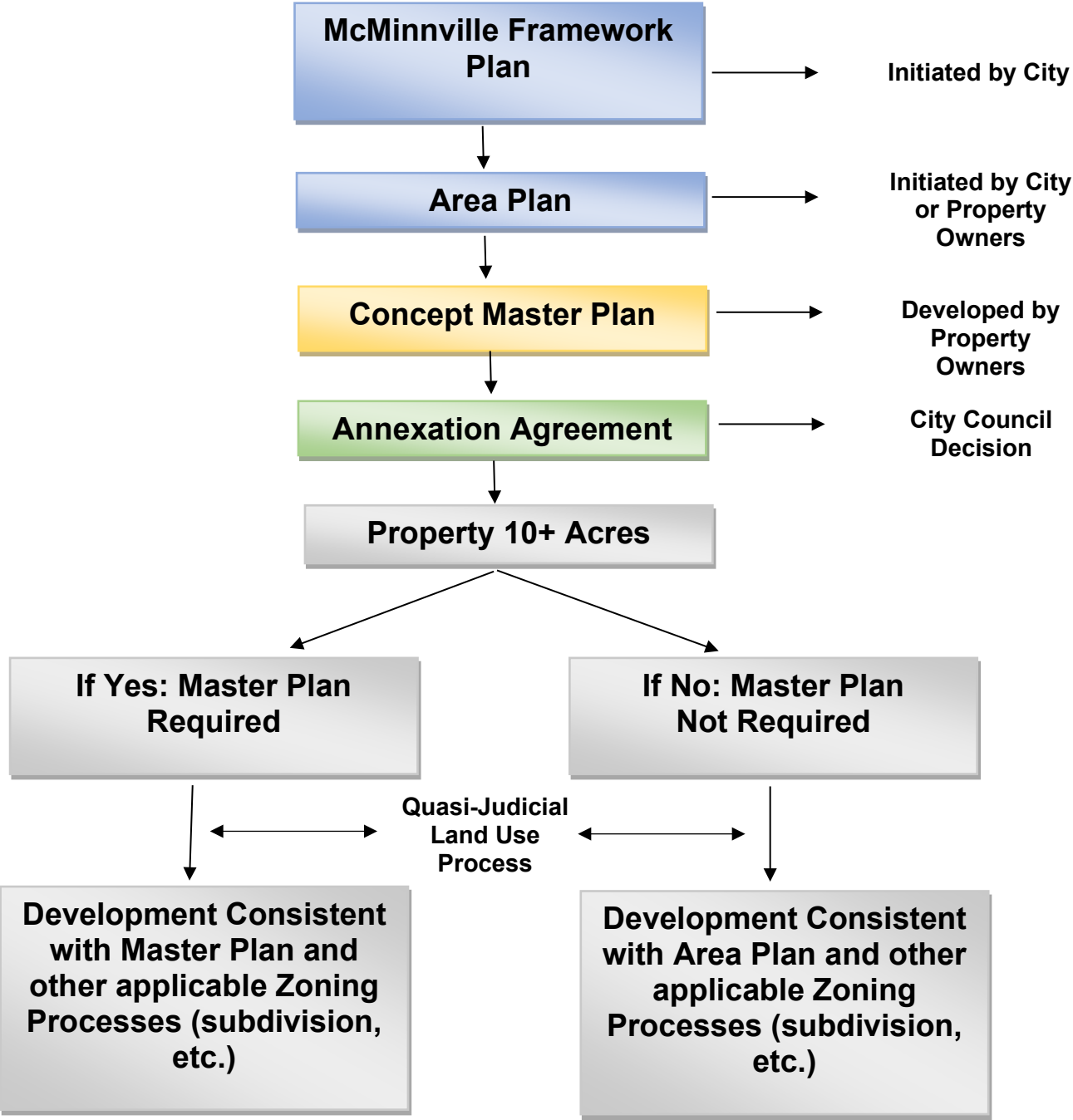
After completion of an annexation agreement, a final Master Plan must be approved prior to the development of any land that is greater than 10 acres in size. Applications for Master Plans require approval by the City Council and required notices to state agencies and affected property owners. This land use review process will provide an opportunity for public involvement and community support for the Master Plan’s urban development concepts. The Master Planning process will also result in comprehensive plan and zoning amendments that convert lands from the UH comprehensive plan designation to urban comprehensive plan map designations and urban zoning districts.

A review process for Master Plans is proposed to be included in the McMinnville Zoning Code. The review process further describes Master Plan submittal requirements and review criteria.

Lands less than 10 acres in size may be annexed and developed without the adoption of a Master Plan. This can occur when the lands are designated for residential use in the applicable Area Plan. Urban comprehensive plan map designations and urban zoning districts shall be requested for the lands prior to development, and the designations and zoning districts must be consistent with the land uses identified in the adopted Area Plan that is applicable to the land in question. The development of the land must also:

- Be consistent with the uses identified in the Area Plan applicable to the land in question;
- Meet the City’s adopted Great Neighborhood Principles;
- Include a local street plan that complies with the applicable Area Plan, the McMinnville TSP, and other local street spacing and connectivity requirements; and
- Be consistent with all other required policies and standards of the City’s land use planning approval processes.

UGB Expansion Area Planning Process



Area Plan Guidance and Considerations

Area Plans will more specifically identify land uses, their locations, and their relationship to public facilities, natural resources, and existing urban uses. The land uses identified in an Area Plan must be consistent with the Framework Plan and the needed land types identified in the MGMUP. An Area Plan must also incorporate and address the adopted Great Neighborhood Principles. This section will provide conceptual guidance for the City Council to consider during the development of Area Plans for lands identified in the MGMUP as UGB expansion areas.

Summary of Needed Land Types to be Accommodated in Area Plans:

As stated above, the land uses identified in an Area Plan must be consistent with the needed land types identified in the MGMUP. More specifically, Appendix B and Appendix C (Urbanization Report) of the MGMUP identify the detailed land needs that must be accommodated within the UGB expansion areas. Those land needs are summarized below.

Appendix B summarizes housing, employment and livability land needs as follows:

Table 1: Total additional housing, employment and livability acres needed in the McMinnville UGB, 2003-2023 after land-use efficiencies and the June 2024 PROS Plan are applied. (Amended 2025)

Category of Land Need	Needed Gross Buildable Acres
New Housing	392.90
Parks	127.00
Schools	96.00
Private Schools	1.50
Religious	47.60
Government	0.90
Semi-Public Services	22.50
Infrastructure	2.60
Commercial	106.00
Total	797.00

Appendix B provides further definition of the land needs for some of the specific land use types that are planned to be accommodated within the residential land category:

HOUSING:

Table 11 (Appendix B): Type of Residential Acreage Needed in the UGB.

Zone	Needed Gross Buildable Acreage
R1	104.10
R2	236.80
R3	78.90
R4	80.40
R5	36.70
TOTAL	536.90

Source: EcoNorthwest, 2003

SCHOOL NEEDS:

No adjustments were made for land needed for schools. The *McMinnville Residential Land Needs Analysis* presented the following conclusion with respect to land needed for schools:

“With the exception of the one future middle-school site, the District owns no other undeveloped land within the current UGB. Therefore, 96 acres (48 Elementary School acres, 16 Middle School acres, and 32 High-School acres) of additional, vacant residential buildable land is needed to accommodate projected year 2020 District needs.”

SUMMARY OF LAND NEEDS:

In summary, the land needs that need to be accommodated through the Area Planning process are as follows:

- Residential Land: 818.10 acres
 - 36.7 acres for R-5 High Density zoning
 - 127 acres for parks
 - 18.70 acres for Neighborhood Parks
 - 20.00 acres for Community Parks (reduced from 118.84 acres due to increased Joe Dancer Park)
 - 87.90 acres for Greenways/Greenspaces/Natural Areas
 - 43 acres for schools
 - Reduction from 96 acres to account for High School site in northwest McMinnville that was included in UGB (42 Acres)
 - Reduction to remove Cottonwood Elementary School site (11 Acres)
 - Remaining housing lands to remain in residential classifications that result in the target density of 5.7 dwelling units per acre and provide other uses identified for inclusion in residential category (religious, government, semi-public, etc.)
- Commercial Land: 39.3 acres
 - Reduction from 106.00 acres to account for:
 - One UGB expansion area (NA-EV-E) that is identified on the proposed Comprehensive Plan Map as Commercial, and is 26.7 acres in size
 - Commercial rezone of 40 acres of industrial land within existing UGB

Area Plan Prioritization:

The Area Planning process will be more critical in certain UGB expansion areas. Therefore, the City will prioritize the completion of Area Plans in expansion areas that are larger, require more coordinated development of public infrastructure and services, and are more likely to develop or redevelop in the near term. The potential prioritization of the completion of Area Plans may be as follows:

- 1) Southwest Area – Potentially with subareas:
 - a. West Hills South, Southwest 2, and West of Old Sheridan Road (potentially also include Redmond Hill Road)
 - b. Southwest 06 and Old Sheridan Road
- 2) Fox Ridge Road, NW-EX1b-R3, and High School Site
- 3) Riverside South
- 4) Redmond Hill Road (potentially include with the Southwest Area Plan)
- 5) Booth Bend Road
- 6) Riverside North

Potential Assignment of Land Need: (Amended 2025))

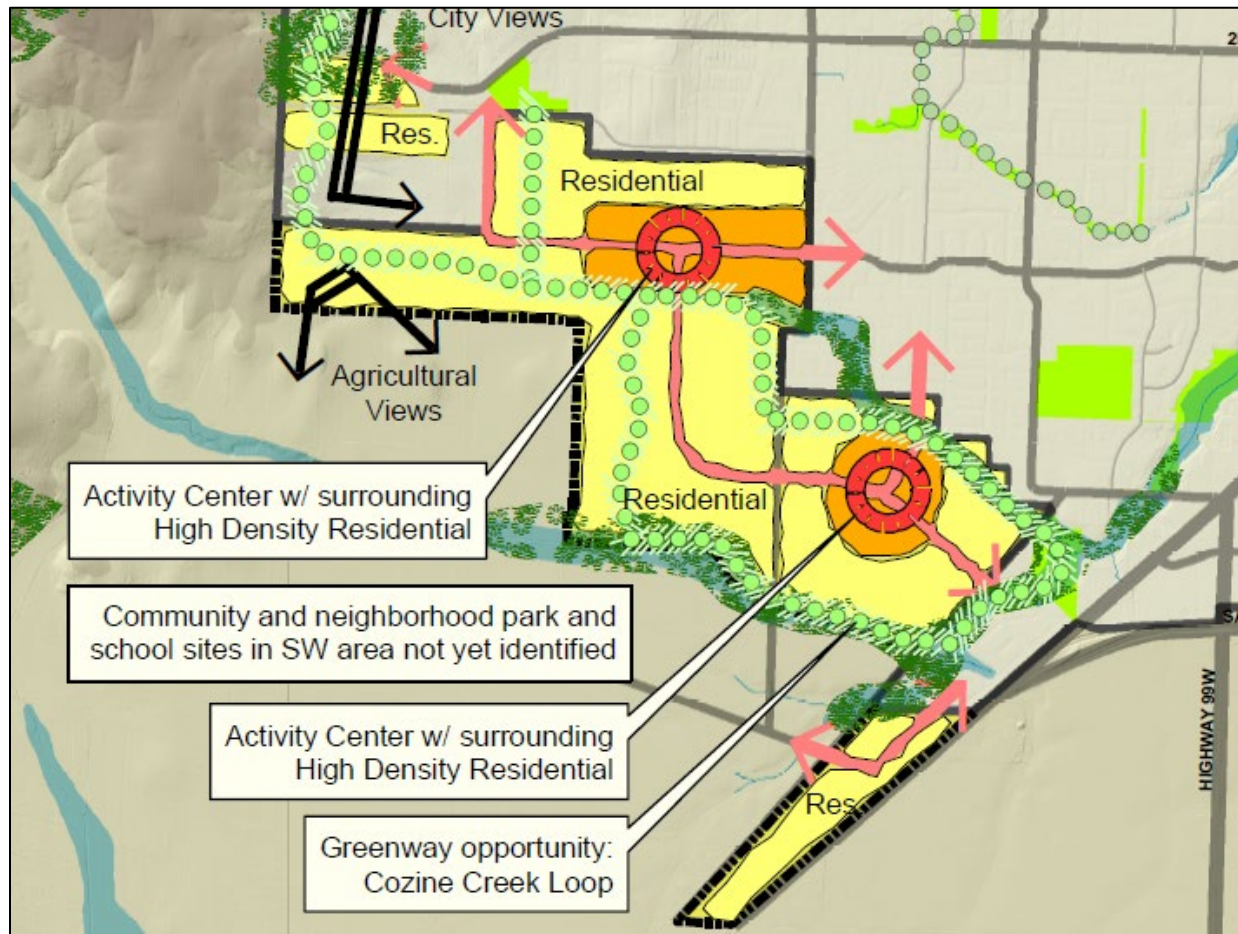
Land Need		Southwest	Fox Ridge Road	Riverside South	Redmond Hill Road	Booth Bend Road	Riverside North
Residential							
R-5	36 acres						
Parks							
Neighborhood Park	18.70 acres						
Community Park	20.00 acres						
Greenways/Natural Areas	87.90 acres						
Schools	43 acres						
Commercial	39.3 acres						
Industrial	Surplus						

Specific land needs and opportunities to consider in the development of each of these Area Plans are provided below.

Southwest Area Plan:

The Southwest area includes some of the larger and more contiguous areas of vacant land to be included in the McMinnville UGB. The area requires coordinated planning of infrastructure to ensure provision of services to areas in the western portion of the UGB expansion area. This area is also adjacent to existing built-out areas of the existing UGB, so coordination of street networks and neighborhood continuity will be important to consider in the development of an Area Plan. For these reasons, it is suggested that one Area Plan be completed for all of the UGB expansion areas in the Southwest area. There could be a potential to complete smaller Area Plans, potentially using Hill Road as the separation point with the areas west of Hill Road included in one Area Plan (West Hills South, Southwest 2, and West of Old Sheridan Road) and the areas east of Hill Road (Southwest 06 and Old Sheridan Road) included in another Area Plan.

Southwest Area as shown in MGMUP Framework Plan:



The overall Southwest Area will primarily provide land for housing. However, to incorporate elements of the Traditional Neighborhood and to accommodate commercial land need identified in the MGMUP, the Southwest area should include two (2) Neighborhood Activity Centers (NACs), one in the northwest portion along a westerly extension of Fellows Street and one in the southeastern portion along a new major street that could provide a connection between Hill Road and Old Sheridan Road. Each NAC may be approximately 40 to 80 acres in size with approximately 5-10 acres of neighborhood serving commercial and approximately 5 to 10 acres of office space. Each NAC should also include approximately 15 acres of high density residential development (R-5 zone). There should be about 2.0 acres of public plazas/parks in each NAC and the remaining land in the NAC should be medium and lower density housing as appropriate to achieve the overall targeted density of 5.7 dwelling units per acre. Additional areas may be suitable for high density residential development (R-5 zone) where potentially adjacent to future identified park locations, or along appropriate street corridors that may support future transit service.

To further provide services to support this residential area and to accommodate the park land need identified in the June 2024 PROS Plan, the Southwest Area should incorporate one ~~two~~ neighborhood parks of a minimum of 5 acres in size. The neighborhood parks should be placed to ensure that future residents have access to a park within a 10-minute (or ½ mile) walk of their home, as described in the City of McMinnville June 2024 Parks, Recreation, and Open Space ~~Master~~ Plan. The Southwest Area should also incorporate one community park to accommodate

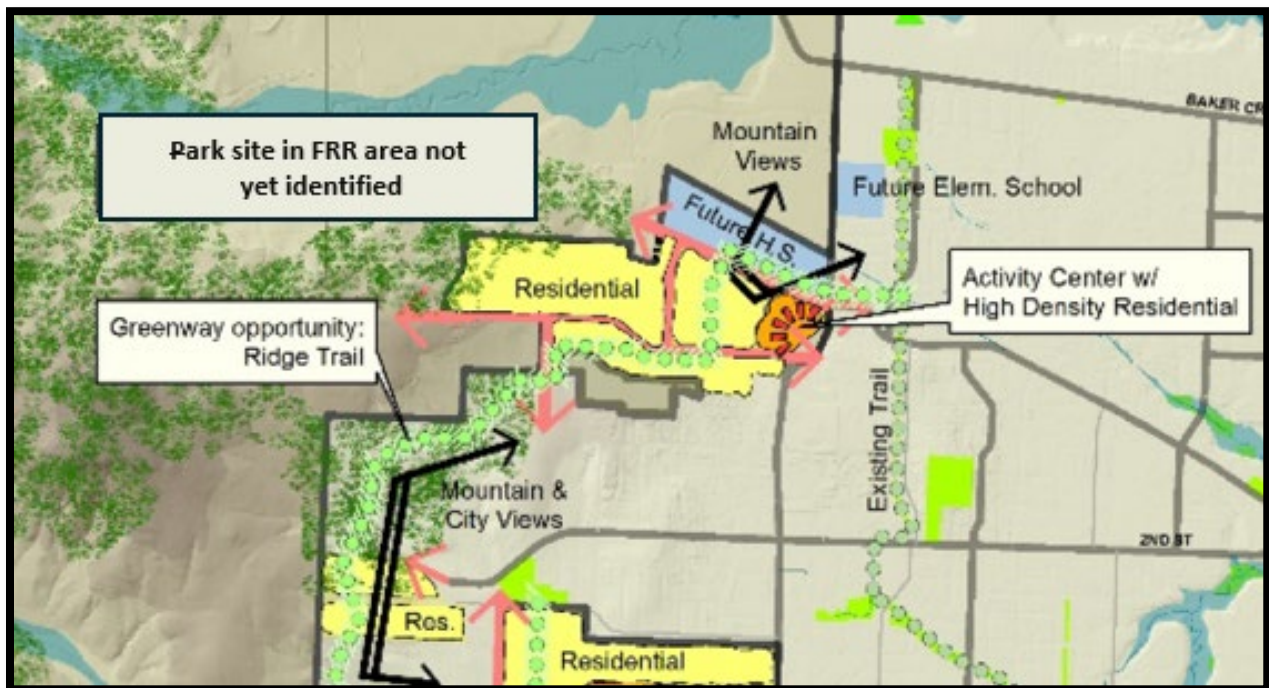
the community park land need identified in the June 2024 Parks, Recreation and Open Space Plan. The Southwest Area also has the opportunity for the development of greenway linear parks along the Cozine Creek per the greenway land need identified in the June 2024 Parks, Recreation and Open Space Plan. A bike and pedestrian trail system could also be considered that connects the NACs and other major amenities (parks, schools, etc.) whose exact locations are yet to be determined. There may also be an opportunity for greenway or trail connectivity to the north through the Redmond Hill Road and West Hills areas, potentially in the form of a ridgeline greenway/greenspace at higher elevations that could also preserve existing tree stands that currently provide wildlife habitat.

Future school sites should also be identified within the Southwest Area Plan. As an area that will accommodate a significant amount of the planned residential growth in the expanded UGB, additional school sites may be necessary in this area. Further coordination should occur with the McMinnville School District on the identification of future school sites, but the Southwest area could accommodate the approximately 43 acres of additional school land need identified in the MGMUP.

Fox Ridge Road Area Plan:

The Fox Ridge Road Area Plan should include the three study areas in this area due to their close proximity and future relationship between uses. These areas include the Fox Ridge Road study area (included in the UGB during MGMUP Phase I), the NW-EX1b-R3 study area, and the future High School site owned by the McMinnville School District (included in the UGB through previous UGB expansion).

Fox Ridge Road Area as shown in MGMUP Framework Plan (Amended 2025):



The Fox Ridge Road Area Plan will primarily be housing. However the Fox Ridge Road Area Plan will include a significant land use within the site that is owned by the McMinnville School District and identified for the development of a future high school. The high school site will be within the northern portion of the Fox Ridge Road Area Plan. The Fox Ridge Road Area Plan should also provide an opportunity for a partial or half of a Neighborhood Activity Center (NAC) along the area's Hill Road frontage between the Wallace Road roundabout and the intersection of Fox Ridge Road. This modified and reduced NAC should be approximately 5 – 10 acres, with approximately 1 - 2 acres of neighborhood serving commercial and office development, approximately 2 acres of high density residential development (R-5), and approximately 2 - 5 acres of medium density residential housing. The remainder of the residential land within Fox Ridge Road Area Plan will likely be suitable for lower density residential housing, where the lands begin to exhibit steeper slopes within the southern and western portions of the Fox Ridge Road area.

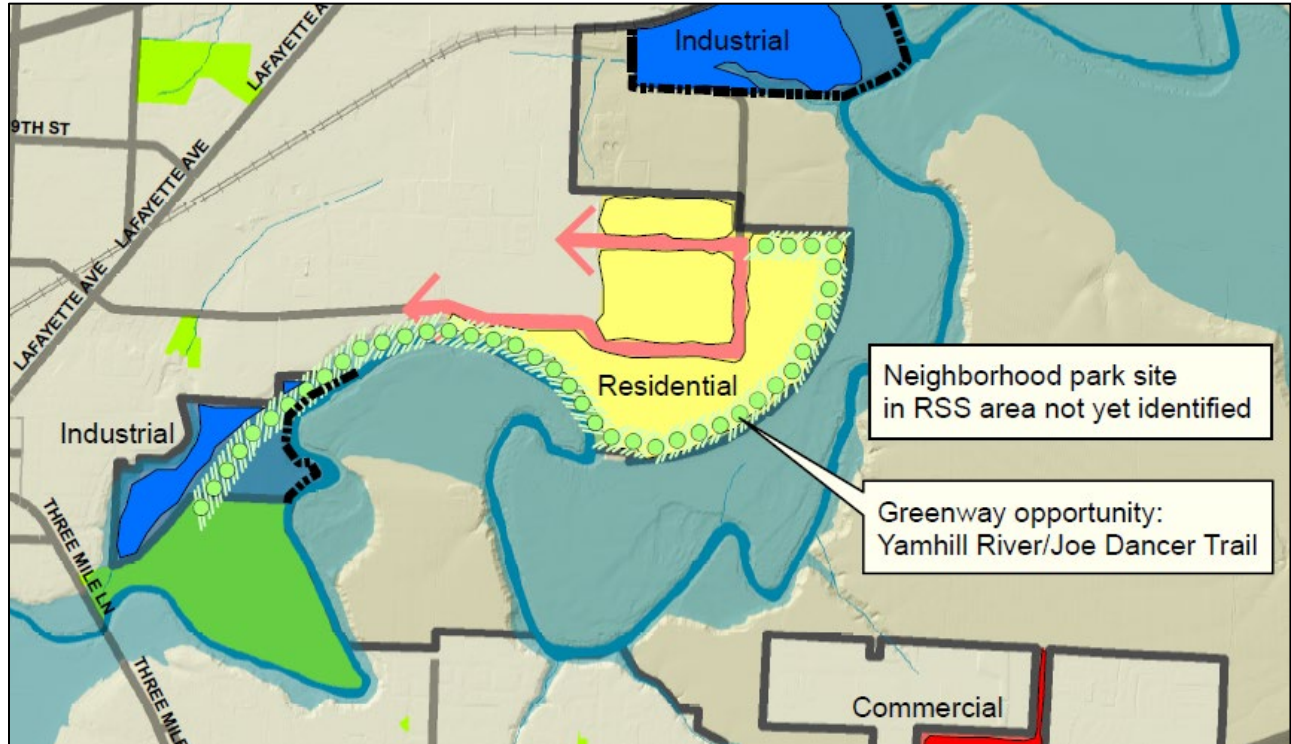
To further provide services to support this residential area and to accommodate the park land need identified in the June 2024 Parks, Recreation and Open Space Plan, the Fox Ridge Road Area Plan should incorporate one neighborhood park of a 5-acre minimum size to serve existing park service gaps as well as future development in this growth area along Fox Ridge Road in western McMinnville. This park should be co-located on or near the future high school site. It should include opportunities for passive and active recreation that is accessible to all residents with a 10-minute (or ½ mile) walk of their home. The Fox Ridge Road Area also includes several natural and geographic features that provide an excellent opportunity for a natural resource park. Natural greenspaces or greenways should be considered that could connect the Fox Ridge Road Area to the West Hills and Redmond Hill Road area, potentially in the form of a ridgeline greenway/greenspace. A greenway/greenspace could also serve to preserve the tree stands in the Fox Ridge Road and West Hills areas that currently provide habitat for protected avian species.

Connectivity and coordination with the development of the high school site will be important in the Fox Ridge Road Area Plan. Land uses should anticipate the development of this major community feature, and land uses should transition appropriately to surrounding areas. Any trail networks considered should incorporate connectivity to the high school site. Bike and pedestrian connectivity should also be considered in the Area Plan, with consideration of connecting to the existing trails and linear parks (BPA and Westside trail systems) that are located just east within the existing UGB and may be able to be linked via Wallace Road.

Riverside South Area Plan:

The Riverside South Area Plan should include the entire area east of the existing UGB.

Riverside South as shown in MGMUP Framework Plan:



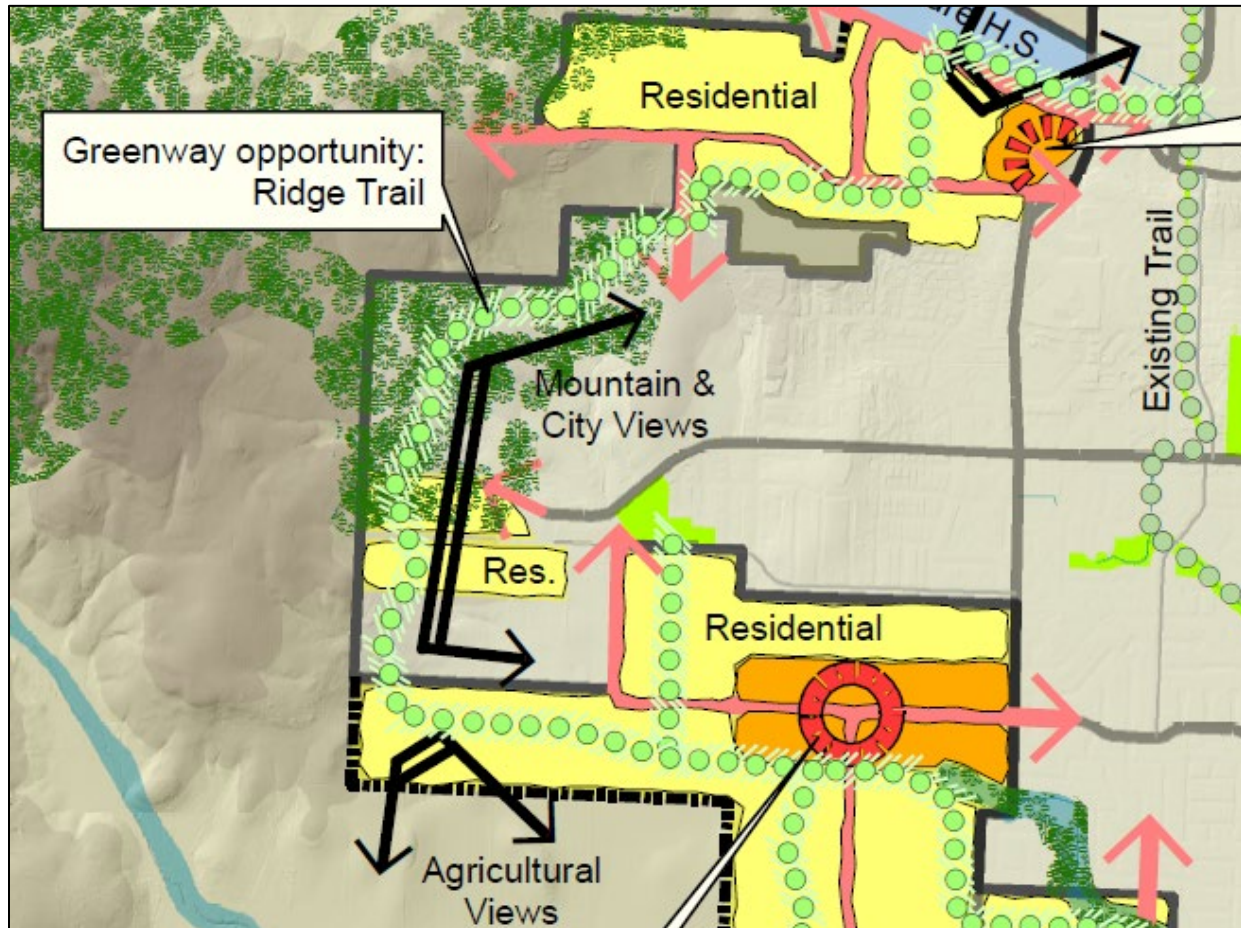
The Riverside South area will primarily be housing. As an exception area and based on the existing development pattern, it is assumed that the Riverside South area will likely accommodate only lower to medium density housing to meet identified needs for that type of residential land. However, to provide for some of the amenities of a Traditional Neighborhood and to accommodate the park land need identified in the June 2024 Parks, Recreation and Open Space Plan, a neighborhood park of a minimum of 5 acres should be included in the Riverside South Area Plan. This neighborhood park should serve future residents in the area that are otherwise separated from other residential areas and recreation opportunities.

There may also be an opportunity for a greenway/greenspace trail along the southern and eastern boundaries of the Riverside South Area, along the Yamhill River floodplain. Connectivity will be important for the Riverside South Area due to its current isolation. New street networks should be established, building off of the main existing street in Riverside Drive, to provide a neighborhood grid street pattern and enhance connectivity within the area. Bike and pedestrian connectivity should also be considered to provide opportunities for connections to the existing UGB, potentially through a trail corridor that connects the Riverside South area to Joe Dancer Park.

Redmond Hill Road Area Plan:

The Redmond Hill Road Area Plan should include the entire Redmond Hill Road area west of, and surrounded by, the existing UGB. This area could be considered and included in the Southwest Area Plan, if determined to be timely and appropriate through more detailed Area Planning processes.

Redmond Hill Road as shown in MGMUP Framework Plan:



The Redmond Hill Road area will primarily be housing. As an exception area and based on the existing development pattern, it is assumed that the Redmond Hill Road area will likely accommodate only lower to medium density housing to meet identified needs for that type of residential land. Due to its elevation, existing development pattern, and proximity to other existing parks, the Redmond Hill Road area may not be suitable for an additional neighborhood park. However, to provide for some of the amenities of a Traditional Neighborhood and to accommodate the park land need identified in the June 2024 Parks, Recreation and Open Space Plan, there may be an opportunity for a greenway/greenspace park to provide connectivity between the Southwest Area to the south and the West Hills and existing UGB to the north. This greenway/greenspace could potentially be in the form of a ridgeline trail that provides for overlooks that highlight views of the adjacent farmland and city.

Booth Bend Road Area Plan:

The Booth Bend Road Area Plan should include the entire area east of, and across, Highway 18 from the existing UGB.

Booth Bend Road as shown in MGMUP Framework Plan (Amended 2025):

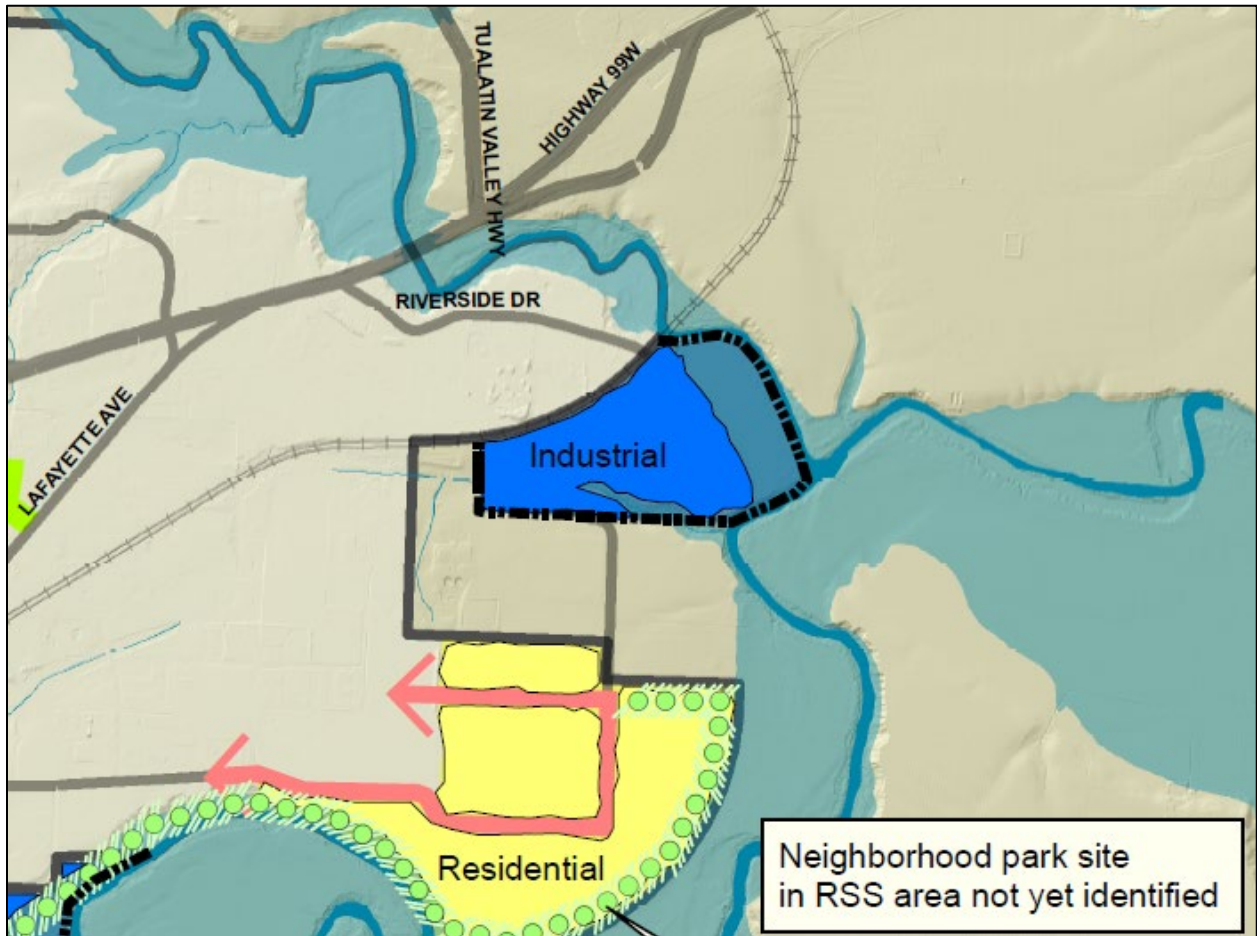


The Booth Bend Road area will primarily be housing. As an exception area and based on the existing development pattern, it is assumed that the Booth Bend Road Area will likely accommodate only lower to medium density housing to meet identified needs for that type of residential land. Connectivity to other areas of the existing UGB will be important in the Booth Bend Road Area Plan, with all connectivity being provided currently by the Booth Bend Road bridge that crosses Highway 18. Bike and pedestrian connectivity should be considered to provide safer connectivity from the Booth Bend Road Area to the existing UGB and amenities in close proximity to the area.

Riverside North Area Plan:

The Riverside North Area Plan should include the entire area designated as Industrial along Riverside Drive on the proposed Comprehensive Plan Map.

Riverside North as shown in MGMUP Framework Plan:



The Riverside North area will be only industrial land uses. The Riverside North area is adjacent to the Yamhill River floodplain along its eastern and southern boundaries, which could present an opportunity for a small greenway/greenspace trail. This greenway/greenspace may primarily serve industrial workers in the immediate area due to the Riverside North areas separation from other UGB areas. Connectivity should be considered in the Riverside North Area Plan, with the primary connectivity occurring along Riverside Drive, which currently travels through the area. Additional street networks may be minor due to the size of the Riverside North area, but could build off of Riverside Drive to provide additional connectivity to future industrial development.



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**

231 NE FIFTH STREET
MCMINNVILLE, OR 97128
503-434-7311
www.mcminnvilleoregon.gov

DECISION, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF LEGISLATIVE AMENDMENTS TO THE MCMINNVILLE COMPREHENSIVE PLAN, VOLUME I, VOLUME II AND VOLUME III TO SUPPORT THE 2024 PARKS, RECREATION AND OPEN SPACE PLAN.

- DOCKETS:** G 5 - 24
- REQUEST:** The City of McMinnville is proposing amendments to the McMinnville Comprehensive Plan, Volume I, Volume II and Volume III to support the June 2024 Parks, Recreation and Open Space Plan.
- LOCATION:** N/A. The proposal is a legislative comprehensive plan amendment.
- ZONING:** N/A. The proposal is a legislative comprehensive plan amendment.
- APPLICANT:** City of McMinnville
- STAFF:** David Ligtenberg, City Attorney
- HEARINGS BODY:** McMinnville Planning Commission
- DATE & TIME:** November 7, 2024, 200 NE Second Street, Kent Taylor Civic Hall, 7:00 PM.
Zoom, Meeting ID 894 0886 2808, Passcode 608036
- December 5, 2024, 200 NE Second Street, Kent Taylor Civic Hall, 7:00 PM.
Zoom, Meeting ID 893 6863 4307, Passcode 989853
- DECISION-MAKING BODY:** McMinnville City Council
- DATE & TIME:** January 28, 2025, 200 NE Second Street, Kent Taylor Civic Hall, 7:00 PM.
Zoom, Webinar ID: 816 9405 3165
- PROCEDURE:** The application is subject to the legislative land use procedures specified in Sections 17.72.120 - 17.72.160 of the McMinnville Municipal Code.
- CRITERIA:** Amendments to the McMinnville Comprehensive Plan must be consistent with Oregon State Regulations (ORS) governing Oregon land use goals, the Goals and Policies in Volume II of the Comprehensive Plan and the Purpose of the Zoning Ordinance.
- APPEAL:** The City Council's decision on this legislative amendment will be submitted to the Department of Land Conservation and Development for consideration pursuant to the post-acknowledgment plan amendment process in ORS 197.610 et seq. The City Council's decision on a legislative amendment may be appealed to the Oregon Land Use Board of Appeals (LUBA) within 21 days of the date written

notice of the City Council’s decision is mailed to parties who participated in the local proceedings and entitled to notice and as provided in ORS 197.620 and ORS 197.830, and Section 17.72.190 of the McMinnville Municipal Code.

DECISION

Based on the findings and conclusions, the McMinnville City Council **APPROVES** the proposed amendments to Volume I, II, and III of the McMinnville Comprehensive Plan to support the June 2024 Parks, Recreation and Open Space Plan, Docket G 5-24.

//////////////////
DECISION: APPROVAL
 ////////////////////

City Council: _____
 Kim Morris, Mayor of McMinnville

Date: _____

Planning Commission: _____
 Sidonie Winfield, Chair of the McMinnville Planning Commission

Date: _____

Planning Department: _____
 Heather Richards, Community Development Director

Date: _____

I. Application Summary:

The City of McMinnville is proposing to adopt portions of the June 2024 Parks Recreation and Open Space Plan (PROS Plan) as a supplemental document to the McMinnville Comprehensive Plan, and to amend Volume I, Background Information, Volume II, Goals and Policies and Volume III, McMinnville Growth Management and Urbanization Plan's Framework Plan, to support the PROS Plan.

The City's Comprehensive Plan is divided into three volumes per the following:

Volume I – Background Information: (Both the narrative of and supporting documentation for the goals and policies developed by the community. It is a reference resource that can be used to interpret the intent of the goal and policy statements.)

Volume II – Goals and Policies: (These goals and policies are the culmination of the research, inventories and projections of Volume I and reflect the directives expressed through the citizen involvement process in adopting the plan. All future land use decisions must conform to the applicable goals and policies of this volume.

Volume III – Implementing Ordinances: (Measures to carry out the goals and policies of the plan, including the comprehensive plan and zoning map, annexation, zoning and land division ordinances, and the planned development overlays placed on areas of special significance.

This docket is comprised of proposed amendments to the McMinnville Comprehensive Plan per the following:

- Adopt the identified portions of the PROS Plan and its appendices as a **supplemental document** of the Comprehensive Plan.
- **Amend Comprehensive Plan, Volume I:** Replaces existing data, inventory and maps with the new data in the PROS Plan Update, including existing park inventory, goals and policies relative to land-use (level of service for land need, policies for identifying future location of parks, etc.), future parks map to serve the City 2021 – 2041, and the process used to develop the PROS Plan Update.
- **Amend Comprehensive Plan, Volume II:** Amends the Goals and Policies of Volume II, Chapter VII – Community Facilities, Parks and Recreation of the *McMinnville Comprehensive Plan* to support the PROS Plan goals and policies relative to equity, access, locational decision-making and stewardship, private and public parks.
- **Amend Comprehensive Plan, Volume III:** Amends the McMinnville Growth Management and Urbanization Plan, Appendix G, Framework Plan of Volume III of the *McMinnville Comprehensive Plan* to reflect the reduced level of service identified in the PROS Plan impacting the minimum number of parks and acreage identified in the Framework Plan for the UGB Urban Holding Comprehensive Plan designations. (See Exhibit D).

The PROS Plan Update was a multi-year effort with extensive community engagement, and public meetings with the Diversity, Equity, and Inclusion Advisory Committee (formally acting as the Project Advisory Committee), Planning Commission, and City Council. The intent is to provide a 20-year vision (2021 – 2041) and comprehensive guide for future projects, policies, and programs, the PROS Plan is founded on involvement from thousands of interested and involved community members and a technical analysis of needs and priorities.

The PROS Plan Update provides the city an updated inventory of existing facilities and an equity lens for decision-making. The plan will be the city's guiding document for the acquisition, design, maintenance and programming of the City of McMinnville's parks, open spaces and natural areas, now and into the future.

II. GENERAL FINDINGS

The City Council finds, that based on the findings of fact and the conclusionary findings contained in this findings report, that the June 2024 Parks, Recreation and Open Space Plan is consistent with all of the applicable state and local regulations.

Generally, these findings summarize the more detailed analysis found in the June 2024 Parks, Recreation and Open Space Plan and its appendices address the relevant legal standards.

This findings document provides conclusionary findings regarding consistency with applicable provisions of state and local law. Supporting these is a factual basis upon which the conclusory findings rest.

III. FINDINGS OF FACT

The fact base includes the data referenced in the PROS Plan and its appendices, as well as the information provided in the record.

- 1 The City of McMinnville developed a Parks, Recreation and Open Space Master Plan in 1999 and completed many park projects through the visionary work of the community reflected in that plan. Now, more than 20 years later, it was time for the city to update that plan and chart a path for a sustainable and equitable parks and open spaces for the next 20 years in McMinnville.
- 2 The City's Diversity, Equity and Inclusion Advisory Committee served as the Project Advisory Committee meeting 7 times in 2022 - 2024 with city staff and consultants to draft the Parks, Recreation and Open Space Update.
- 3 The City's Planning Commission met 6 times in 2022-2024 with city staff and consultants to review and provide feedback to the city staff, consultants and Project Advisory Committee.
- 4 The City's City Council met 7 times in 2022-2024 with city staff and consultants to review and provide feedback to the city staff, consultants and Project Advisory Committee.
- 5 On October 2, 2024, the City notified the Department of Land Conservation and Development of their intent to adopt the June 2024 Parks, Recreation and Open Space plan as amendments to the McMinnville Comprehensive Plan, Volume 1, Volume II and Volume III with a first evidentiary public hearing scheduled for November 7, 2024. (DLCD File #: 006-24).
- 6 On November 1, 2024, the City published a public hearing notice in the News Register.
- 7 On November 7, 2024, the McMinnville Planning Commission opened the public hearing, heard public testimony and closed the public hearing continuing deliberations to December 5, 2024.
- 8 On December 5, 2024, the McMinnville Planning Commission deliberated and voted to recommend adoption of the proposed comprehensive plan amendments to the City Council.
- 9 On January 28, 2025, staff presented the Planning Commission's recommendation to the McMinnville City Council.
- 10 On January 28, 2025, the McMinnville City Council considered the public record and voted to approve the proposed Comprehensive Plan Amendments to support the Parks, Recreation and Open Space plan, dated June, 2024, by adopting Ordinance No. 5157.

IV. COMMENTS RECEIVED

The following comments were received by the Planning Commission and provided at the Planning Commission public hearing and are on file with the City of McMinnville Planning Department.

- Email and letter from Mark Davis, dated November 6, 2024
- Email from Rob Hallyburton representing Friends of Yamhill County, dated November 6, 2024

V. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application.

These findings explain how the City finds that the adoption of the proposed portions of the PROS Plan as amendments to the McMinnville Comprehensive Plan, Volume I satisfy applicable state and local land use regulations.

Alignment with Oregon’s Statewide Planning Goals and Administrative Rules:

The applicable state land use laws are those identified in either the Oregon Revised Statutes (ORS) or the Oregon Administrative Rules (OARs),

Oregon Land Use Goal #1 (Citizen Involvement)

Goal 1 calls for the opportunity for citizens to be involved in all phases of the planning process. As detailed in Chapter 3 of the proposed PROS Plan, the City developed a specific equitable and community-driven approach to the community involvement strategy for this project with the assistance of a multilingual consultant. Over the 28 month process to develop the plan, the public was involved in the following ways:

- Online values and needs surveys with over 2,000 responses.
- Online Priority Projects Survey with almost 1,400 responses.
- Social media posts
- Three community pop up events
- Hand delivered notices to low income neighborhoods
- PROS Plan Older Adult focus open house
- Public bus tour of City Parks
- A dedicated project web page
- Eight in depth interviews with representatives of underserved populations.
- 13 publicly noticed meetings with advisory committees or decision making bodies.

In addition, the following City bodies considered the proposed PROS Plan on the following dates:
DEIAC = April 14, 2022, June 9, 2022, August 11, 2022, May 11, 2023, September 14, 2023, March 21, 2024, April 11, 2024

Planning Commission = September 15, 2022, June 1, 2023, September 20, 2023*, October 22, 2024*, November 7, 2024, December 5, 2024

City Council = June 27, 2023, September 20, 2023*, November 14, 2023, April 9, 2024, June 25, 2024, October 22, 2024*, January 28, 2025. (* indicates joint meeting)

FINDING - SATISFIED: The City finds the opportunities for involvement above satisfies Goal 1.

Oregon Land Use Goal #2 (Land Use Planning)

Goal 2 outlines the basic procedures of Oregon’s statewide planning program, stating that land use decisions must be made in accordance with comprehensive plans and that effective implementation ordinances must be adopted. The factual basis for the legislative decision of the City can be found in the plan itself, particularly including the facility inventory found in Appendix A and the Park System Snapshot” found in Chapter 2 of the proposed PROS Plan. The PROS Plan inventoried the existing parks and park land, projected suitable park land needs based on population levels of service, equity in terms of access to quality parks, demographics and opportunities. The inventory and snapshot, as well as the other facts in the PROS Plan and appendices provide the factual basis that underpins the PROS Plan.

FINDING - SATISFIED: All pertinent documentation has been made available to all interested parties. Goal 2 has been properly addressed. The PROS Plan, as referenced, is consistent with Statewide Planning Goal 2

Oregon Land Use Goal #3 (Agricultural Lands)

Goal 3 requires the City to “preserve and maintain agricultural land.” The PROS Plan provides a parks, recreation and open space plan for the City and it only becomes applicable to properties after they are included within the City’s urban growth boundary. Thus, the adoption of the PROS Plan will have no effect on the preservation and maintenance of designated agricultural land.

FINDING – NOT APPLICABLE: No further analysis is required.

Oregon Land Use Goal #4 (Forest Lands)

Goal 4 requires the City to conserve forest lands. The PROS Plan provides a parks, recreation and open space plan for the City and it only becomes applicable to properties after they are included within the City’s urban growth boundary. Thus, the adoption of the PROS Plan will have no effect on the preservation and maintenance of designated forest lands.

FINDING – NOT APPLICABLE: No further analysis is required.

Oregon Land Use Goal #5 (Natural Resources, Scenic and Historic Areas, and Open Spaces)

Goal 5 requires the City to “protect natural resources and conserve scenic and historic areas and open spaces.” However, the text of the Goal makes clear that certain resources must be inventoried and addressed under Goal 5, while other resources, such as open space, are only “encouraged” to be inventoried and addressed under Goal 5. The City did not undertake a full Goal 5 inventory process in creating the PROS Plan and, thus, Goal 5 and its implementing regulations do not apply to the adoption of the PROS Plan. The natural areas identified in the PROS Plan will be managed to protect and conserve their natural resource values; that protection will be consistent with and support the intent and requirements of Goal 5, but any open space identified in the Parks Plan is not part of any Goal 5 inventory. When the City undertakes a future Goal 5 process, the areas identified in the PROS Plan will be included for possible protection under Goal 5, but the adoption of the PROS Plan will have no effect on the City’s open spaces and no further analysis is required.

FINDING – NOT APPLICABLE: No further analysis is required.

Oregon Land Use Goal #6 (Air, Water and Land Resources Quality)

Goal 6 requires local comprehensive plans and implementing measures to be consistent with state and federal regulations. By complying with applicable air, water and land resource quality policies in the McMinnville Comprehensive Plan, Goal 6 will be properly addressed. No further analysis is required.

FINDING – SATISFIED: No further analysis is required.

Oregon Land Use Goal #7 (Areas Subject to Natural Disasters and Hazards)

Goal 7 requires that jurisdictions apply appropriate safeguards when planning development in areas that are subject to natural hazards such as flood hazards.

The identified natural hazards in McMinnville are flooding, steep slopes, wildfire, liquefaction and landslide soils. Per McMinnville's Comprehensive Plan and Zoning Ordinance, no building improvements are allowed in the FEMA acknowledged floodway. However, Policy 163.05 recognizes that certain types of parks may be appropriately located within flood zones, so long as those parks are managed and designed to work with the natural systems to maximize mitigation potential and to adapt to changes in the natural systems, and meet all federal, state and local regulations protecting riparian corridors and floodplains

FINDING – SATISFIED: The City finds that this goal is met by ensuring that parks located in flood zones are designed and managed to ensure that they do not interfere in the natural systems, and meet all federal, state and local regulations..

Oregon Land Use Goal #8 (Recreational Needs)

Goal 8 requires governmental organizations with responsibility for providing recreational facilities to plan for recreational facilities. The PROS Plan contains an assessment phase, a strategy phase, and an action plan for recreational facilities. Goal 8 is further implemented for local jurisdictions through OAR 660-034-0040, which places additional requirements on the adoption of local park master plans; however, the PROS Plan does not serve as a master plan for any particular park and the PROS Plan is otherwise consistent with OAR 660-034-0040.

FINDING – SATISFIED: This goal is satisfied through the identification and planning of both indoor and outdoor recreation facilities and programs.

Oregon Land Use Goal #9 (Economy of the State)

The purpose of Goal 9 is to provide adequate opportunities for economic growth and development opportunities for commercial and industrial development. The vision of the PROS Plan includes the concept of building opportunities for lifelong learning and fun for all ages, healthy lifestyles and natural habitats, and community cohesion, while also supporting our local economy. (p. 48). Policy C5 -C8 relate to business partnerships and Visit McMinnville to promote regional tourism as an important part of a parks system. This is consistent with the policies and actions found in the MAC Town 2032 Economic Development Strategic Plan, which links park and recreation planning to economic development.

FINDING – SATISFIED: This goal not directly implicated in the adoption of the PROS Plan, but the PROS Plan is consistent with the requirements of this Goal and supports the economic development of the City.

Oregon Land Use Goal #10 (Housing)

Goal 10 requires local jurisdictions to provide for the housing needs of its citizens and provide for the appropriate type, location and phasing of public facilities and services sufficient to support housing development in areas developed or undergoing development or redevelopment.

FINDING – The PROS plan supports the current and future residential development in McMinnville and builds on guidance from several prior plans and studies, most notably the City’s Comprehensive Plan and Growth Management Plan. The recreational resources identified in the PROS Plan will serve the current and future citizens of the City and ensure that their recreational needs are met. Otherwise, the PROS Plan does not directly implicate Goal 10 or its implementing regulations.

FINDING – SATISFIED: This goal is not directly implicated in the adoption of the PROS Plan, but the PROS Plan is consistent with the requirements of this Goal and supports the City’s ability to meet the housing needs of its citizens.

Oregon Land Use Goal #11 (Public Facilities and Services)

Goal 11 requires cities to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

FINDING – “ The PROS Plan does not include any element of the proposed public facilities plans, as those terms are defined under Goal 11.

FINDING – NOT APPLICABLE: No further analysis is required.

Oregon Land Use Goal #12 (Transportation)

Goal 12 encourages the provision of a safe, convenient and economic transportation system. This goal also implements provisions of other statewide planning goals related to transportation planning in order to plan and develop transportation facilities and services in coordination with urban and rural development (OAR 660-012-0000(1)).

McMinnville updated its Transportation System Plan in 2010. The plan assumes need to serve 46,220 people and 19,600 employees. As part of its ongoing public facility master planning updates, the City of McMinnville will initiate an update to the Transportation System Plan in 2024, with a goal to adopt an updated plan by the end of 2026 to account for service needs to accommodate land brought into the UGB in 2020.

One of the 5 objectives of the PROS plan includes trails, which, in addition to their recreational component, also serve as transportation links. One of the 7 goals of the plan is to increase off-street trail connections to create better linkages between parks, neighborhoods, and community destinations. Within the objectives, there are several actions related to improving community walkability and bikeability, to pursue natural surface trails in parks and natural areas, among other actions. (p. 55). As noted in the PROS Plan, one of its objectives is to implement the City’s Transportation System Plan (TSP) and provide safe and direct connections for pedestrians and bicyclists. The PROS Plan is consistent with the City’s adopted TSP and does not significantly affect any transportation facility in the City.

FINDING – SATISFIED. The City finds that the proposed PROS Plan is consistent with Goal 12 and its implementing regulations.

Oregon Land Use Goal #13 (Energy Conservation)

Goal 13 requires land and uses developed on the land to be managed and controlled so as to maximize the conservation of all forms of energy, based upon sound economic principles.

FINDING – NOT APPLICABLE.

Oregon Land Use Goal #14 (Urbanization)

Goal 14 requires the orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities.

In the course of urbanizing rural and resource land, Goal 14 requires cities to ensure that there is a demonstrated need for urban services, such as parks, and that such parks are provided in an orderly and economic fashion. The proposed PROS Plan helps to accomplish those requirements by revising the parkland level of service (LOS) and adopting a policy that requires properties annexing into the City to ensure that they have adequate land for parks and green space to serve the new development that will occur after development. The revised LOS decreases the amount of parkland per 1000 residents to more accurately reflect existing parkland level of service, with the result of a lesser amount of land need for parkland.

FINDING – SATISFIED: The City finds the requirements of Goal 14 satisfied.

Oregon Land Use Goal #15 - #19 (Willamette River Greenway and Coastal Goals)

Goals 15 – 19 are location specific and are applicable only to the Willamette River Greenway and to coastal areas. Since the City is not located on the Willamette, nor is it a coastal city, these Goals do not apply to the adoption of the PROS Plan.

FINDING – NOT APPLICABLE.

McMinnville Comprehensive Plan

As described in the Comprehensive Plan, the Goals and Policies of the Comprehensive Plan serve as criteria for land use decisions. The following Goals and Policies from Volume II of the McMinnville Comprehensive Plan are applicable to this request:

CHAPTER II. NATURAL RESOURCES

GOAL II 1 TO PRESERVE THE QUALITY OF THE AIR, WATER, AND LAND RESOURCES WITHIN THE PLANNING AREA.

2.00. The City of McMinnville shall continue to enforce appropriate development controls on lands with identified building constraints, including, but not limited to, excessive slope, limiting soil characteristics, and natural hazards.

9.00 The City of McMinnville shall continue to designate appropriate lands within its corporate limits as "floodplain" to prevent flood induced property damages and to retain and protect natural drainage ways from encroachment by inappropriate uses.

The plan reflects the importance of creating better and more connections with nature, and a desire to prioritize access to natural areas. Goals and objectives include acquiring new natural areas, connecting to the South Yamhill River, prioritizing access to nature and incorporating habitat and nature into developed parks. (p. 54). Policy 163.05 also recognizes that parks can some times be appropriately located within flood zones, so long as those parks are managed

and designed to work with the natural systems to maximize mitigation potential and to adapt to changes in the natural systems.

FINDING: SATISFIED. Goal II 1 and policies 2.00 and 9.00 are satisfied by this proposal because the PROS Plan does not disturb the policy to enforce development controls and to designate land as floodplain, but allows limited park use on flood zone land where such uses can be sited in a way that does not interfere with the land's natural systems, maximizes mitigation potential and can adapt to changes in the natural systems. .

CHAPTER VII. COMMUNITY FACILITIES AND SERVICES

GOAL VII 3: TO PROVIDE PARKS AND RECREATION FACILITIES, OPEN SPACES, AND SCENIC AREAS FOR THE USE AND ENJOYMENT OF ALL CITIZENS OF THE COMMUNITY.

FINDING: SATISFIED. Goal VII 3 and policy 170.05 is satisfied since the City of McMinnville's Parks, Recreation and Open Space Plan was utilized to project future park and open space needs.

CHAPTER X. CITIZEN INVOLVEMENT AND PLAN AMENDMENT

GOAL X 1 TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

FINDING: SATISFIED.

As discussed regarding statewide planning Goal 1, and as detailed in Chapter 3 of the proposed PROS Plan, the City developed a specific equitable and community-driven approach to the community involvement strategy for this project with the assistance of a multilingual consultant. Over the 28th month process to develop the plan, the public was involved in the development of the PROS Plan in following ways:

- Online values and needs surveys with over 2,000 responses.
- Online Priority Projects Survey with almost 1,400 responses.
- Social media posts
- Three community pop up events
- Hand delivered notices to low income neighborhoods
- PROS Plan Older Adult focus open house
- Public bus tour of City Parks
- A dedicated project web page
- Eight in depth interviews with representatives of underserved populations.
- 13 publicly noticed meetings with advisory committees or decision making bodies.

DEIAC = April 14, 2022, June 9, 2022, August 11, 2022, May 11, 2023, September 14, 2023, March 21, 2024, April 11, 2024

Planning Commission = September 15, 2022, June 1, 2023, September 20, 2023*, October 22, 2024*, November 7, 2024, December 5, 2024

City Council = June 27, 2023, September 20, 2023*, November 14, 2023, April 9, 2024, June 25, 2024, October 22, 2024*, January 28, 2025. (* indicates joint meeting)

RESOLUTION NO. 2024-38

A Resolution adopting the Parks, Recreation and Open Space Plan.

RECITALS:

Whereas, the 1999 Parks, Recreation and Open Space Master Plan (PROS Plan) had a 20 year planning horizon; and

Whereas, the City Council kicked off the process to update the 1999 plan on June, 22, 2022 to develop an updated, modern, financially sustainable parks system grounded in equity; and

Whereas, the City's Strategic Plan, Mac-Town 2032 ensures equity and inclusion as a guiding framework for city plans and services; and

Whereas, the City's Diversity, Equity and Inclusion Advisory Committee (DEIAC) served as the Project Advisory Committee for the 2022 PROS plan project; and,

Whereas, the intent of this plan is to be the City's guiding document for acquisition, development, maintenance and programming of city owned parks, recreation facilities and open spaces; and,

Whereas, this project had broad reaching community engagement including participation by thousands of McMinnville community members; and

Whereas, on April 11, 2024, the DEIAC recommended City Council adopt the PROS plan update.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF McMINNVILLE, OREGON, as follows:

- 1. The Council adopts the McMinnville Parks, Recreation and Open Space Plan (PROS Plan), which is attached as Exhibit A, and incorporated by reference. This PROS Plan replaces and supersedes any previous PROS Plan currently in use for all purposes except land use.
2. The Council directs staff to begin preparing the Comprehensive Plan Amendments related to the PROS Plan for future Council consideration.
3. Nothing in this resolution is or shall be construed as a final decision by the Council that concerns the adoption, amendment or application of statewide planning goals, a comprehensive plan provision, or a land use regulation.
4. This resolution is effective upon adoption.

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 25th day of June, 2024 by the following votes:

Ayes: Chenoweth, Geary, Peralta, Payne, Garvin

Nays:

Approved this 25th day of June 2024.

[Signature]
MAYOR

Approved as to form: [Signature]
City Attorney

Attest: [Signature]
City Recorder

EXHIBITS:

- A. Final Draft Parks, Recreation, and Open Space Plan



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

MINUTES

December 5, 2024
Planning Commission
Regular Meeting

6:30 pm
Hybrid Meeting
McMinnville, Oregon

Members Present: Dan Tucholsky, Sylla McClellan, Rachel Flores, Meg Murray, Brian Randall, Beth Rankin, and Elena Mudrak

Members Absent: Sidonie Winfield and Matthew Jones

Staff Present: Heather Richards – Community Development Director, Tom Schauer – Senior Planner, Taylor Graybehl – Senior Planner, Susan Muir – Parks and Recreation Director, and Bill Kabeiseman – Bateman Seidel

1. Call to Order

Vice Chair Tucholsky called the meeting to order at 6:30 p.m.

2. Citizen Comments

None.

3. Minutes

- November 7, 2024

Commissioner Randall and Rankin noted they had visited the site for the first public hearing, but their names were not listed.

Commissioner McClellan moved to approve the November 7, 2024 minutes as amended. The motion was seconded by Commissioner Rankin and passed unanimously.

4. Public Hearings

A. Quasi-Judicial Hearing: Sign Appeal (AP 3-24), 2155 NE Lafayette Avenue, Tax Lot R4415 1300

Request: An appeal of the Planning Director decision on a sign permit application (SR 11-24). The decision being appealed is the denial of the installation of one (1) freestanding sign facing Lafayette Avenue, located at 2155 NE Lafayette Avenue. The application was denied because the proposed sign exceeds the maximum area of freestanding sign in the Commercial Zone as permitted by Section 17.62.070(C)(1) of the McMinnville Municipal Code (MMC).

Applicant: Scott Thorkildson

Vice Chair Tucholsky said this issue had been resolved and the applicant had withdrawn the appeal.

B. Legislative Hearing: City of McMinnville Proposed Amendments To The Comprehensive Plan To Support The Parks, Recreation And Open Space Plan (Docket G 5-24)

Request: A proposal to adopt the June 2024 Parks Recreation and Open Space Plan as a supplemental document to the McMinnville Comprehensive Plan, and to amend Volume I, Background Information, Volume II, Goals and Policies and Volume III, McMinnville Growth Management and Urbanization Plan’s Framework Plan, to support the Parks, Recreation, and Open Space (PROS) Plan.

Applicant: City of McMinnville

Vice Chair Tucholsky said the public hearing for this application had been closed at the last meeting, and the Commission would now deliberate on the application.

Staff Report: Community Development Director Richards said this was a legislative initiative to support the June 2024 Parks, Recreation, and Open Space Plan with the land use program. It required adoption of the Parks Plan as part of the Comprehensive Plan through an acknowledged Comprehensive Plan amendment process. She explained the purpose of the adoption and answered a question about the alignment of the Parks Plan with the proposed amendments to the Framework Plan and how it impacted the Fox Ridge Road Area Plan. She discussed the parks identified in the Fox Ridge Plan and the proposed language that the Fox Ridge Plan would incorporate one neighborhood park of a 5-acre minimum. The park would be co-located on or near the future high school site and would include opportunities for passive and active recreation that was accessible to all residents with a 10 minute (or ½ mile) walk of their home. The Fox Ridge Plan also included several natural and geographic features that provided an excellent opportunity for a natural resource park. Staff thought the proposed amendments were more in alignment with the plans than they were today without the amendments.

Commissioner Deliberation: The Commission deliberated on how this satisfied the spirit of what the Fox Ridge area citizens envisioned.

Commissioner Murray MOVED to recommend the Council APPROVE the proposed amendments to the Comprehensive Plan to support the Parks, Recreation and Open Space Plan (Docket G 5-24). SECONDED by Commissioner Flores. The motion PASSED 7-0.

C. Legislative Hearing: City of McMinnville Psilocybin Activities, Time, Place and Manner Regulations (Docket G 5-22)

Request: A proposal to amend the McMinnville City Code, Title 17, Chapter 17.64, to add a section with time, place and manner regulations relative to licensed Psilocybin Manufacturers and Service Centers.

Applicant: City of McMinnville

Vice Chair Tucholsky opened the public hearing and read the hearing statement. He asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. He asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application. There was none.

Staff Report: Community Development Director Richards presented the text amendment to the zoning ordinance for time, place, and manner regulations for psilocybin services. She gave a background on psilocybin services and how the Council voted to postpone onboarding for two years while Oregon Health Authority adopted rules. Those rules were adopted in 2022 and the direction from Council was to create similar time, place, and manner regulations to marijuana activities. She discussed the types of services, local government issues, what the law allowed for time, place, and manner regulations for manufacturers and service centers, McMinnville's regulations for marijuana facilities, and other cities' regulations for psilocybin. The proposed regulations for psilocybin facilities in McMinnville were: service centers allowed in C1 and C3 zones and manufacturing in ML, M1, and M2 zones, must be separated by 1,000 feet, could not be within 1,000 feet of a school (including preschools), library, community center, aquatic center, recreational facility attended primarily by minors, or licensed daycare center, and could not be located on a property with a residence, including a caretaker's residence. Hours of operation would be from 9 a.m. to 9 p.m. The development standards for these facilities included: must be in a building and not a trailer, cargo container, or motor vehicle, no outdoor storage allowed, no paraphernalia visible to the public, no drive-through facilities or temporary facilities, and must have exterior lighting and waste disposal.

Commissioner Questions: There were questions regarding these uses being allowed in the same building as marijuana and how co-location in facilities was prohibited but they could be adjacent on the same tax lot, adding distance from potential future community centers, how the language meant daycare facilities not home based daycares that were not licensed, requiring space between marijuana and psilocybin businesses or allowing them to be located close together, how they could not be located on a property with a residence due to the effects of psilocybin and safety concerns of adjacent residents, making the location restrictions the same for marijuana and psilocybin, how at the dispensaries they did not consume the product but people experienced the treatment at the psilocybin facilities which posed a greater potential risk and further restrictions were appropriate, allowing manufacturing to be more concentrated but not distribution, and how not allowing psilocybin in McMinnville was not a choice due to Council's previous direction.

Commissioner Randall suggested making the marijuana location restrictions the same as the psilocybin restrictions. Any existing licensed marijuana facilities in these locations would be grandfathered in.

There was no public testimony.

Commissioner Rankin MOVED to CLOSE the public hearing, SECONDED by Commissioner McClellan. The motion PASSED 7-0.

Vice Chair Tucholsky closed the public hearing.

Commissioner McClellan MOVED to recommend the Council APPROVE City of McMinnville Psilocybin Activities, Time, Place and Manner Regulations (Docket G 5-22) and to add the same time, place, and manner restrictions to marijuana facilities, allowing

current licensed facilities to be grandfathered in. **SECONDED** by Commissioner Rankin. The motion **PASSED** 6-1 with Commissioner Mudrak opposed.

5. Commissioner Comments

None.

6. Staff Comments

Community Development Director Richards discussed upcoming meetings.

7. Adjournment

Vice Chair Tucholsky adjourned the meeting at 8:07 p.m.



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311
www.mcminnvilleoregon.gov

MINUTES

November 7, 2024
Planning Commission
Regular Meeting

6:30 pm
Hybrid Meeting
McMinnville, Oregon

Members Present: Sidonie Winfield, Dan Tucholsky, Matthew Jones, Beth Rankin, Brian Randall, Rachel Flores, Sylla McClellan, and Elena Mudrak

Members Absent: Meg Murray

Staff Present: Heather Richards – Community Development Director, Tom Schauer – Senior Planner, Taylor Graybehl – Senior Planner, and Bill Kabeiseman – Bateman Seidel

1. Call to Order

Chair Winfield called the meeting to order at 6:30 p.m.

2. Citizen Comments

None

3. Public Hearings

A. Quasi-Judicial Hearing: Planned Development Amendment (PDA 1-24) and Amendment to Subdivision Tentative Plan (S 3-24), No Site Address (Undeveloped), Tax Lot R4524 00801

Request: **PDA 1-24.** The applicant is requesting approval of a Planned Development Amendment to the current Planned Development approval applicable to the property for the remaining undeveloped phases, approximately 106 remaining acres. Principal elements of the proposed amendment include requests to: reconfigure parts of the street layout, change the number of remaining residential lots from 394 to 392, provide tracts for open space and recreation and pedestrian connections (approximately 13 acres) and stormwater management (approximately 1.6 acres), modify phasing boundaries, and request modifications to certain development standards, including reduced setbacks, lot size averaging with average lot size of 7,960 sf and minimum lot size of 5,000 sf, and flexibility to street/alley standards for address frontage for three lots, and request to remove all trees as necessary to accommodate the proposed development plan.

The proposal would also revise 43 of the lots currently approved for attached housing to standard lots proposed as detached housing.

S 3-24. The applicant is also requesting approval of an amendment to the corresponding Subdivision Tentative Plan for the property, to be consistent with the requested Planned Development Amendment.

Applicant: Holt Homes, Inc. c/o Applicant's Consultant: Zach Pelz, AKS Engineering & Forestry, LLC

Chair Winfield opened the public hearing and read the hearing statement. She asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. She asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application.

Chair Winfield had known the owners of the site for a long time, but it would not impact her ability to make an unbiased decision.

Chair Winfield asked if any Commissioners had visited the site. Commissioners McClellan, Jones, Tucholsky, Flores, Winfield, Rankin, and Randall had visited the site. Chair Winfield asked if any Commissioner needed to declare any contact prior to the hearing with the applicant or any party involved in the hearing or any other source of information outside of staff regarding the subject of this hearing. There was none.

Staff Report: Senior Planner Schauer presented the staff report. This was a request for a Planned Development amendment and Subdivision Tentative Plan amendment for the remaining phases of the Hillcrest Planned Development, approximately 106 acres. The amendments would revise the street layout with substantially the same connections external to the site, 392 lots and open space tracts vs. 394 lots, smaller average lot size and reduced setbacks, and 43 multi-generational homes vs. 43 townhouse lots. He explained additional information entered into the record after the October 31 meeting packet, applications, criteria, subject property, proposed master plan/tentative plan, background on previous applications, project phases, open space tracts, streets and utilities, and staff's recommendation for approval with conditions.

Commissioner Questions: The Commission asked questions about the landscape plan for the open space tracts, how there were no restrictions on occupation of the ADU for the multi-generation housing, pump facility, drainage plan, natural hazards, how the applicant thought they were subject to the 2017 standards rather than current standards and how staff thought the amendments were subject to the current standards, flood risk to the lots adjacent to the wetlands, and how the drainage plan would ensure there would not be flooding,

James Lofton, City Engineer, discussed the drainage plan and how the project would need detention facilities. He described the engineering process that took place after the land use decision was rendered. He explained how the Natural Hazards Overlay applied to this project and how a full geotechnical analysis would be done on the site. They would not be able to eliminate flooding on some of the lots. There would be easements for drainageways and the boundary of the easements would be at the 100 year flood event level to keep the home construction out of the flood area.

Applicant's Testimony: Zach Pelz, AKS Engineering & Forestry, LLC was representing the applicant. He gave a project background and discussed the subdivisions approved in 2007 and 2017, reasons for the modifications including road realignment, how the road realignment was substantially similar to the 2017 plan, summary of the planned modifications, how the

current plan improved on the 2017 plan, mid-block pedestrian pathways, more open space, and community amenities. Regarding Condition of Approval #13, there was a strikeout shown that no longer allowed them to exempt trees located in the rights-of-way. He would like confirmation that the intent was they would not be penalized for removing trees that were in the rights-of-way.

Garret Stephenson, legal counsel for the applicant, said under the current condition, for the trees they would remove, they would have to provide tree mitigation or a fee in lieu. If they were providing land to the public for rights-of-way, he did not think they had to mitigate for the trees that were removed.

Commissioner Questions: There was discussion regarding how the stormwater facilities and the open spaces would be owned and maintained by an HOA.

Senior Planner Schauer said the reason for the strike out in Condition #13 was to be consistent with the language of the zoning ordinance.

There was further discussion regarding connectivity of the streams and roadways and how the applicant would use culverts in those areas to allow the water to flow underneath the roadway.

There was concern about stormwater drainage and it was suggested the applicant use permeable pavement. Mr. Pelz stated they would install two stormwater facilities for water detention. There were long term maintenance issues with permeable pavement. Mr. Lofton explained why permeable pavement was not appropriate for this area with slide susceptibility.

The Commission suggested the applicant work with McMinnville Water & Light for better water pressure to the adjacent neighborhood. Mr. Pelz said even though the pressure was low, it was in the range and they would be operating in a different pressure zone.

Mr. Pelz confirmed the playground in Area F would include a play structure, open area, and walking paths. They were not planning to include a public restroom due to the cost.

There was further discussion regarding how the housing designs would satisfy all of the applicable design guidelines, how adding left turn lanes at some intersections was required, blasting and noise, excavation and fill, clustering housing to save trees, the challenge of putting streets through the site and grading, how this would provide needed homes for residents and protect open spaces, and how there would be room for bus stops on the roads.

Proponents: Linda Berlin, McMinnville resident, had not been notified of the neighborhood meeting. She was concerned about the construction traffic on her street as well as fire and emergency traffic accessing the development. She was in support of the project as long as the water and sewer were on different systems and would be charged differently.

Steven Goldsmith, McMinnville resident, was concerned about urban heat island effect and lack of a lighting plan. He thought the growth should be managed in a responsible way.

Howard Aster, McMinnville resident, was one of the families planning to sell their property to be developed. He and the other two families had been working with the developer on this transaction for two years now and thought Holt Homes was honest and would build good homes. This proposal added housing variety and open space to this area.

Opponents: Kristi Bahr, McMinnville resident, discussed Phase 9, and how a proposed road extension went through her home. Mr. Schauer said the issue was included in Condition #27. At this point in time, the road would stub out at her property line and the intention was in the future that this was how the property would be served with street infrastructure if it was annexed and developed.

Rebuttal: Mr. Pelz discussed the issues they had with Condition #13 regarding the tree mitigation. Up until today, he thought the number was based on trees that were going to exist in the boundaries of the developed lots as well as the street trees they would have to install. Changing the language could be a substantial mitigation cost. He proposed going back to the original version to remove trees in the rights-of-way without paying a fee in lieu. He suggested closing the hearing but keeping the record open for 7 days until November 14 for the applicant to work with staff on the matter, and then keeping the record open for another 7 days for public testimony which would be due by November 21. They would waive the 7 day period for final written arguments. The Planning Commission would then make a decision on November 21.

Commissioner McClellan MOVED to CLOSE the hearing but keep the record open for Planned Development Amendment (PDA 1-24) and Amendment to Subdivision Tentative Plan (S 3-24) until November 14, 2024 for the applicant and until November 21, 2024 for rebuttal. SECONDED by Commissioner Jones. The motion PASSED 8-0.

B. Quasi-Judicial Hearing: Hearing: Zone Change (ZC 3-24), No Site Address (Undeveloped), Tax Lot R4409DC0110

Request: The applicant is requesting approval of a Zone Change application from R-3 (Medium-Density, 6000 SF Lot Residential Zone) to R-4 (Medium, High-Density, 5000 SF Lot Residential Zone) for a 2.93-acre parcel located at Tax Lot R4409DC 01100, west of the NE Newby Street and NE Hoffman Drive Intersection. This is for a zone change only. No development is currently proposed for the site

Applicant: Monika Development

Chair Winfield opened the public hearing and read the hearing statement. She asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. She asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application. There was none. Chair Winfield asked if any Commissioners had visited the site. Many Commissioners had visited the site. Chair Winfield asked if any Commissioner needed to declare any contact prior to the hearing with the applicant or any party involved in the hearing or any other source of information outside of staff regarding the subject of this hearing. There was none.

Staff Report: Senior Planner Graybehl presented the staff report. This was a request for a zone change for a 2.93 acre property from R-3, medium density residential, to R-4, medium high density residential. No development was proposed at this time. Staff recommended approval. He described the existing conditions on the site, review procedures, review criteria and compliance, needed housing, Comprehensive Plan findings, Great Neighborhood Principles findings, Statewide Planning Goals, what was required for Goal 10: transportation, and how the Traffic Impact Analysis showed the project did not create a significant impact due to the new zoning.

There was discussion regarding when development might occur on the site, additional number of units allowed in the new zone, and height and setbacks for the R-4 zone.

Applicant's Testimony: Wendy Kellington, representing the applicant, said the applicant might or might not develop the property. The zone change was a tool to deliver increased housing within the City. It would allow this site to be developed with different housing types per the Great Housing Principles. Due to the wetland on the property, it was the only way to achieve the amount of housing needed to help meet the significant deficit. Without upzoning, it would be difficult to achieve the housing. Rezones were allowed without development proposals so long as they met the standards. This application met all of the standards. The Comprehensive Plan said all housing types shall be allowed, and the City should encourage rezoning to maintain land supply to meet housing objectives. Regarding adding conditions of approval, it would deprive the City of the developer's flexibility to comply with the design standards. The time to impose conditions was when there was a specific development application, and they would know the impacts and how to mitigate them. This application would allow the City significant infill and increase housing.

There was discussion regarding previous applications on this site and applicant's plans for the site.

Proponents: None

Opponents: Jerry Lanier, McMinnville resident, did not think they had to rezone the property as they could already put denser development on it. At its current zoning, it would not be different from the other adjacent properties. It was surrounded by nice neighborhoods of single family, duplexes, and triplexes and building high rise apartments next to these homes would be hard on the neighborhood. There was not any greenspace in the area as it was, and adding more people would make it worse.

Travis Cameron, McMinnville resident, was concerned about people from this site parking in the neighborhood, which was a beautiful neighborhood currently.

Rebuttal: Ms. Kellington said the decision had to be based on the standards and criteria, which stated neighborhoods shall have different housing types. Neighborhood integration and diversity was important to the City and without honoring the standards, the City could not meet their housing targets. This property was well suited to be a beautiful addition to the neighborhood and would have to meet strict standards for development. Parking standards were imposed by the City and would be part of the application. She read a State Statute as a basis for not putting conditions on the zone change.

Commissioner Tucholsky MOVED to CLOSE the public hearing, SECONDED by Commissioner McClellan. The motion PASSED 8-0.

Chair Winfield closed the public hearing.

The applicant waived the 7 day period for submitting final written arguments in support of the application.

Commissioner Deliberation: The Commission discussed short term rentals in the R-4 zone, struggle with the number of units that were possible with the upzone, what they would be gaining and the neighborhood losing with this application, how it met the criteria, future height

concessions and being a good neighbor, questioning if this was the right location for higher density, and adding a condition for the height and setback from the existing neighborhoods.

Commissioner Randall suggested adding a condition for a minimum setback of 15 feet along the abutting single family residences based on the human scale design in the Great Neighborhood Principles.

Commissioner Tucholsky was not in favor of approving the application, even with the condition. There were 14 properties adjacent to this property that would be negatively affected only to add 12 more units. He thought they should not change the zoning on a property that had no plan and was not ideal for the extra density. Changing the setback would not give the neighbors privacy that they had bought into as they had signed up for R-3.

Commissioner McClellan said the applicant wanted to set the property up for the best development opportunities, but she agreed that R-4 might not be the best option for the property. She did not know a criterion that could reasonably deny the request.

The Commission discussed the zone change criteria and what might be used for denial and if the condition proposed by Commissioner Randall followed the code.

No criteria could be found to deny the application.

Community Development Director Richards said the applicant was limited in the number of units based on the footprint of the site itself. They could have a tall, narrow building, but it had not been determined how the site would be designed. She cautioned the Commission not to get caught up in the 120 units that the Traffic Impact Analysis stated was the maximum number of units for the site. She did not know how feasible that would be. One of the complications of R-3 was they had to parcelize the site to create parcels for the housing products. Parcelizing with the drainage ditch was problematic because of the street access to get to the parcels. That was one reason the applicant wanted to change it to R-4 to provide more flexibility. Once they went over three stories, they would be in a different code in terms of structural development, and it would be more expensive. They did not see that in McMinnville.

Commissioner Randall MOVED to RECOMMEND City Council APPROVAL of Zone Change ZC 3-24 with a condition for a minimum setback of 15 feet to the foundation along the north and west property lines. SECONDED by Commissioner McClellan. The motion PASSED 6-2 with Commissioner Mudrak and Tucholsky opposed.

C. **Legislative Hearing: Proposed Amendments To The Comprehensive Plan To Support The Parks, Recreation And Open Space Plan (Docket G 5-24).**

Request: A proposal to adopt the June 2024 Parks Recreation and Open Space Plan as a supplemental document to the McMinnville Comprehensive Plan, and to amend Volume I, Background Information, Volume II, Goals and Policies and Volume III, McMinnville Growth Management and Urbanization Plan's Framework Plan, to support the Parks, Recreation, and Open Space (PROS) Plan.

Applicant: City of McMinnville

Chair Winfield opened the public hearing and read the hearing statement. She asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. She asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application. There was none.

Staff Report: Community Development Director Richards presented the staff report. This was a request to approve the Comprehensive Plan amendment to adopt the Parks, Recreation, and Open Space Plan as part of the Comprehensive Plan. She explained the reasons for including it in the land use program, purpose of the Parks Plan, table of contents for the Parks Plan, proposed changes to Comprehensive Plan Volume I, background information, Volume II, goals and policies, Volume III, implementing ordinances, and appendices, and amendments to the Framework Plan. She then reviewed the public testimony and addressed the issues raised regarding the number of acres in the Framework Plan, buildable acres vs. unbuildable acres, policies about locations, and Comprehensive Plan Policy #170.18.

Proponents: Mark Davis, McMinnville resident, was in support of the Parks Plan. He requested changes to the document, clarifying Exhibit 3 related to the recently approved Housing Needs Analysis and clarifying parks would be built on unbuildable land.

Opponents: Paula Lang, McMinnville resident, was not opposed to the Parks Plan as a whole. However, the information meeting for the Quarry Park project left people with more questions than answers. There was a perception that the affluent residents in the area would like to keep the park for themselves. She would like open access to the park. The walking paths were relegated to the outside border of the park and the interior would be dedicated to BMX biking. This site flooded every year, and she was concerned about the flora and fauna of the area. The neighbors needed more information.

Susan Muir, Parks and Recreation Director, said Quarry Park was in the five year action plan, not as a BMX, but as a bike park. That was the first outreach to the neighborhood and there would be more community engagement.

Chair Winfield closed the public hearing.

There was discussion regarding the implications to the Fox Ridge Area Plan and the community park in that plan if these amendments were approved. Community Development Director Richards said the community park was not in the Parks Plan, but the Parks Plan did include a minimum 5 acre neighborhood park and greenway acreage in this area.

Bill Kabeiseman, City Attorney, said it was not inconsistent and plans did change over time.

The Commission had worked hard on the Fox Ridge Area Plan and wanted to ensure that it did not need to be amended due to the PROS Plan and associated Framework Plan amendments. They wanted to continue the hearing to have staff bring back a recommendation to address the issue.

Commissioner McClellan MOVED to CLOSE the hearing and CONTINUE deliberations for the proposed amendments to the Comprehensive Plan to support the Parks, Recreation and Open Space Plan (Docket G 5-24) to December 5, 2024. SECONDED by Commissioner Tucholsky. The motion PASSED 8-0.

D. Legislative Hearing: Proposed Amendments To Chapters 17.57 Landscaping and 17.58 Trees Regarding Landscape Plans, Landscape Standards, and Street Tree Plans (Docket G 2-24).

Request: This is a proposed legislative amendment to the Zoning Ordinance initiated by the City of McMinnville. The proposal would amend various provisions of Chapter 17.57 Landscaping and Chapter 17.58 Trees regarding landscape plans, landscape standards, and street tree plans. The proposal would amend Chapter 17.57 to expand the purpose and intent, clarify when landscaping is required, allow for review by staff when a plan complies with standards, update information required on plans, address landscape requirements for additions or expansions to building or parking lots, create clear and objective landscaping standards, and provide minor text amendments for ease of reading. Chapter 17.58 Trees would be amended to allow for review by staff when a street tree plan complies with standards.

Applicant: City of McMinnville

Chair Winfield opened the public hearing and read the hearing statement. She asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. She asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application. There was none.

Staff Report: Senior Planner Graybehl presented the staff report. This was a request to amend the zoning ordinance for landscape and street tree plans. He gave a background on the amendments, changes that were proposed, and street tree plan standards. Staff recommended approval.

There was no public testimony.

Chair Winfield closed the public hearing.

Commissioner McClellan MOVED to RECOMMEND City Council APPROVAL of the proposed amendments to Chapters 17.57 Landscaping and 17.58 Trees Regarding Landscape Plans, Landscape Standards, and Street Tree Plans (Docket G 2-24). SECONDED by Commissioner Jones. The motion PASSED 8-0.

4. Commissioner Comments

None

5. Staff Comments

Community Development Director Richards discussed the open Planning Manager position and thanked those who attended the Planning Conference.

6. Adjournment

Chair Winfield adjourned the meeting at 11:42 p.m.



City of McMinnville
Community Development
Department

231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

MEMORANDUM

DATE: November 6, 2024
TO: Planning Commission
FROM: Heather Richards, Community Development Director
SUBJECT: Public Testimony for G 5-24, PROS Plan Comprehensive Plan Amendments

Planning Commissioners,

Following is the public testimony that has been received since your meeting packet went out on Thursday, October 31, 2024. This is the testimony that we received through 5:00 PM today on November 6.

Public Testimony:

- Mark Davis, 11.06.24
- Rob Hallyburton, Friends of Yamhill County, 11.07.24

Mark Davis
652 SE Washington St
McMinnville, OR 97128

Via Email

November 5, 2024

RE: Docket G 5-24

To Chair Winfield and Members of the Planning Commission:

I am generally supportive of making the recently adopted Parks, Recreation and Open Space (PROS) Plan a supplemental document to the Comprehensive Plan. While I was disappointed in the number of acres to be added to the park inventory, the number is probably realistic as a goal to shoot for given the limited financial resources that the city has to spend on parks.

In reviewing the documents and the proposed changes that you are being asked to recommend for approval, I must admit to feeling some confusion as to what is going on. The city is basing Volume III changes to the 2020 MGMUP on the 2024 PROS Plan. The MGMUP pages cited are all about buildable land while the PROS Plan proposes siting parks on both buildable and unbuildable land. And that's without even considering that the sequential UGB application will change all of this.

Below are some specific comments:

Where Does 127 Acres Come From? On page 467 of the packet the amount of buildable land for parks is reduced by 127 acres from 254 acres to 127 acres. On the next page it shows the former calculation of 616 acres of buildable land needed for the 2023 projected population of 44,055 (14 acres per thousand X 44.055 = 616.77 acres). If you assume we need 10.3 buildable acres per thousand, then under the PROS Plan that land need would be 453 acres (10.3 acres per thousand X 44.055 = 453.77). The difference is 163 acres, not 127 acres. Perhaps the City is using a different calculation method, but I could not find it.

Without a clearer explanation of the calculation I think the data shows the buildable land for parks is reduced by 163 acres to 91 acres. As discussed below, that is still more buildable land than the PROS Plan calls to be used in the next 20 years.

Buildable vs. Unbuildable Land: This continues to be a contentious point. Unlike most development uses, parks can be located on unbuildable land (flood plains, wetlands, steep slopes, power line right-of-ways, etc.). In fact, unbuildable land often has features like flora and fauna that make it even more desirable for parks than bare, flat buildable land that is more desirable for housing.

We seem to have moved from 14 acres/thousand standard to the 10.3 acres per thousand standard for parks without considering how much of this land needs to be the more expensive buildable land. There are a couple of ways to look at this question: what has been done historically and what is planned for the future.

Looking at the inventory of parks (page 369 of the packet) all of the natural areas and linear trails tend to be on unbuildable land as well Airport Park and Tice Woods. All the community parks include some unbuildable land with Joe Dancer being entirely in the floodplain. So the history clearly indicates more than half of our parks are located on unbuildable land.

Yet, there is a clear direction to avoid putting community parks like Joe Dancer in the floodplain, so let's look at the PROS Plan to see what the projected future looks like. Table 5-2 on page 94 of the PROS Plan (page 351 of the packet) shows 49.2 acres of community and neighborhood parks (buildable land) planned in the next 20 years and greenways (typically unbuildable land) taking up 92.4 acres. The future Parks map on pages 353 and 354 of the packet show the proposed greenways following largely unbuildable land by waterways. So, future planning clearly indicates that more than half the land to be used for parks in the next 20 years will be unbuildable.

Rather than continue to argue this point and spend time working on efficiency measures to resolve it, I would suggest the following policy be included in the proposed Comprehensive Plan Amendments:

For park planning purposes land to be acquired for future parks shall be assumed to be split evenly between buildable and unbuildable land.

Comprehensive Plan Policy 170.18: This proposed change to the Comprehensive Plan apparently gives the Parks Director authority to refuse to accept land identified in the PROS Plan as desirable for the city to own. Flexibility is wonderful, but refusing land that could improve our park system seems counterproductive to me. I suggest this policy be eliminated.

I was under the impression that the change to the annexation process to require area plans was going to help the city leverage annexation approval by obtaining land for parks as part of the annexation agreement. Adding parks later after an area has developed is almost impossible. The PROS Plan identifies the need for a park for North Central McMinnville, but short of tearing out a block of housing that will never happen.

The time to get land for parks is before the development starts. Yes, there are going to be maintenance costs, but the school district has two large parcels it has held for about 20 years along Hill Road, so it cannot be prohibitively expensive.

Seeing this proposed policy makes me worry about the economic viability of the PROS Plan. It is like staff are expecting a lack of funding to complete the PROS Plan projects. In some way this is eerily like the 1999 Parks Plan, where after an initial 20-year bond to get that plan started

there was no substantive funding added, so that Plan stalled out with fewer acres of park per person than when the Plan started. Similarly, in 2024 we are proposing a large 20-year bond measure (mostly for the pool/community center) that will help fund the first five years of the PROS Plan, but no firm resources identified after that will raise tens of millions of dollars for the next 15 years of Plan projects.

Conclusion: The PROS Plan proposes a needed investment in our park system that will benefit both existing residents and the newcomers. Its modest land needs are a welcome change from the unrealistic claims that hundreds of acres of buildable land was needed for parks in the recent UGB expansion proposal.

I support adoption of Docket G 5-24 with the amendments I have proposed. Thank you for considering my input.

Mark Davis

From: [Rob Hallyburton](#)
To: [Heather Richards](#)
Subject: Parks plan - Docket G-5-24
Date: Wednesday, November 6, 2024 12:02:16 PM

This message originated outside of the City of McMinnville.

Friends of Yamhill County is supportive of the efforts the City of McMinnville is making to update its parks plan. We support Mark Davis's testimony regarding a new comprehensive plan policy directing location of parks on unbuildable land. We also have the same question as Mr. Davis regarding the effect on the buildable lands inventory of changing the assumed parks need.

Please enter these comments into the record for the docket.

Rob Hallyburton
Vice president
Friends of Yamhill County