



MacPAC Agenda
Thursday, January 7, 2021
6:30 p.m.
Online meeting

You may join online via Zoom Meeting:

<https://mcminnvilleoregon.zoom.us/j/92199682013?pwd=dFk5K2NDdmdqY2tLRGZnQkRQSFVGUT09>

Zoom ID: 921 9968 2013

Zoom Password: 489178

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

ID: 921 9968 2013

- 1. WELCOME**
- 2. MacPAC PROCESS UPDATE**
- 3. CITY MANAGER & UNIVERSITY PRESIDENT UPDATE**
- 4. GUIDING PROJECT PRINCIPLES and SITE SELECTION CRITERIA – (cont. from October)**
- 5. SITE DISCUSSION**
 - **Heather Richards, McMinnville Planning Director**
 - **Jim Kalvelage, Opsis Architecture**
- 6. OCTOBER MacPAC minutes – Discuss and approve**
- 7. NEXT MEETING – February 4, 2021 at 6:30pm**
- 8. WRAP UP**

If you have any questions about this meeting, or if you would like to make a request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities please contact Anne Lane at (503) 474-4963 least 48 hours before the meeting.

Staff Report

To: MacPAC – January 7, 2021 meeting
From: Susan Muir, P&R Director and Jenny Berg, Library Director
Date: December 31, 2020
Subject: Agenda item #2 – MacPAC process update

Where we've been

The City Council created MacPAC as a community advisory committee to help advise the City on the potential of a new recreation center to replace the current aquatic center and community center. Based on a 2018 facilities condition assessment, both buildings have deferred maintenance requiring significant fiscal input. The City Council wanted to explore options through the lens of the City's strategic plan, MacTown 2032, with the involvement of community stakeholders. The Library, Senior Center and City administrative spaces were included in the scope of the project based on the facilities assessment report on these buildings. The most pressing issue is to address the building deficiencies before larger and costlier updates and improvements are required. MacPAC's charge was to use MacTown 2032 as a filter and make a recommendation on;

1. Future recreation and library programming,
2. Future recreation and library space & amenities,
3. Potential new rec center location and;
4. Potential financing options and structure.

Where we are

At the first MacPAC meeting in February 2020, members created a solid foundation for their work including defining their name and ground rules. MacPAC also reviewed community demographics and created an equity lens to apply to their decision making and then started on the 4 main areas of focus mentioned above. Over 9 meetings in 2020 (2 in person, 7 virtual), MacPAC accomplished the following:

1. **Recreation and library programming (June & July):**
 - Recreation facilities and programming historical review and future visioning
 - Library programming historical review and future visioning
2. **Space and amenities (August, September & October):**
 - Recreation Center space requirements review & vote
 - Creation of subcommittees for performance space, pool(s) and library

3. Location (October & December):

- Created guiding project principles and site evaluation criteria
- Linfield University and the City announced the location of the proposed recreation center at the University owned 80-acre site in South McMinnville.

Where we're going

The remaining MacPAC work to be done includes:

3. Location (continued)

- Site analysis of the Linfield University site
- Finalize space needs (based on pool and library subcommittee recommendations)
- Review initial building concept designs

4. Financing

- Review and recommend financing options

In addition to completing the items above, MacPAC will provide an opportunity for public involvement, to receive initial feedback from the community.

MacPAC may adjust and respond to public feedback received and review their final recommendations prior to making a report to City Council. MacPAC is scheduled to complete their work by the end of summer.

Since the December announcement about the site and potential public/private partnership, City staff can clarify:

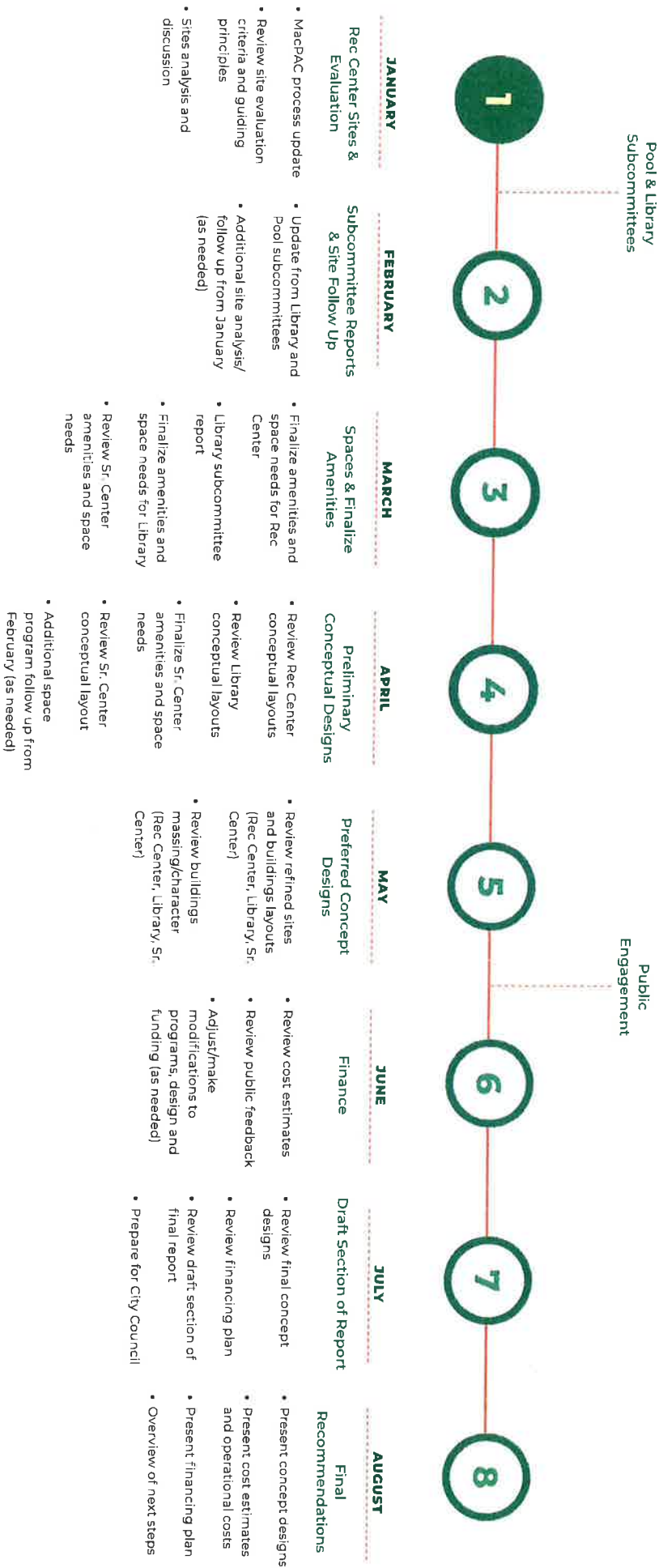
- A. The overall master planning of the 80-acre property is a legacy project, and University and City leadership have called for the community to “think big” about the future of the entire development site. The charge of MacPAC has not expanded to include the larger 80-acre site master planning; however, MacPAC is encouraged to document thoughts and ideas for that master plan, which may be included in the MacPAC final report to City Council.
- B. The financial configuration of the property partnership is unknown at this time (and is not within MacPAC’s scope of responsibility). No additional financial resources have come to the project for the capital and operational costs of a new recreation center, Library or Senior Center expansion. MacPAC’s work must include a conceptual financial plan that is reasonable, sustainable and will be supported by the taxpayers/voters of McMinnville.

- C. The McMinnville Library is slated to remain at its existing City Park site. The Senior Center is not slated to move from Wortman Park. Expansion and modernization of those building will continue at their existing locations.

Next Steps:

The attached DRAFT project timeline outlines the tentative MacPAC agendas and milestones.

MCMINNVILLE CIVIC FACILITIES MASTER PLAN
MacPAC Schedule
 DRAFT



Staff Report

To: MacPAC – January 7, 2021 meeting
From: Anne Lane, Parks & Recreation Manager
Date: December 22, 2020
Subject: Agenda Item #4 – Guiding Project Principles & Site Evaluation Criteria

Background:

At the August MacPAC meeting the consultant team presented Guiding Project Principles and MacPAC gave feedback that is incorporated into the revised attachment A.

After the meeting, staff and the consultant team reviewed the principles along with the other tools we have and are making another recommended change. The second bullet in the draft that was presented in August included a statement about meeting DEI goals. Staff wanted to raise the issue and offer alternative language that more specifically references the MacPAC DEI lens into the principles.

In addition to the Guiding Project Principles, attachment B is a preliminary draft of the Site Evaluation Criteria for discussion and review by the MacPAC for the new Recreation Center. Site evaluation criteria addresses a various range of conditions to determine how well suited a site is. The various criteria are organized into categories ranging from development capacity, to economic viability, support of diversity, equity and inclusion, stewardship of funds, and regulatory approval.

These 3 tools, the DEI Lens, Guiding Project Principles and Site Evaluation Criteria will be incorporated into MacPAC's discussion about a preferred site.

Recommendation:

Staff recommends MacPAC discuss and revise as necessary, and approve the attachments:

Attachment A: Guiding Project Principles

Attachment B: Site Evaluation Criteria

Suggested Motion:

I move to approve the Guiding Project Principles as drafted.

I move to approve the Site Evaluation Criteria as drafted.

Alternative Motion:

If there are any changes MacPAC would like to make to the attachments, rather than 'as drafted' the member making the motion should state the changes and use the following motion:

I move to approve the Guiding Project Principles as amended.

I move to approve the Site Evaluation Criteria as amended.

09/22/2020

McMinnville Recreation / Aquatic Center

12 Guiding Project Principles

- Welcoming & Accessible to Everyone
- Passes through Diversity, Equity & Inclusion Lens
- Represents McMinnville's Identity & Character
- Offers Indoor / Outdoor Programming Opportunities
- Provides Highly Functional Multi-Use Spaces
- Provides Safe & Secure Environment
- Environmentally Sound & Energy Efficient
- Offers Potential for Partnership Opportunities
- Public Support for Successful Bond Measure
- Long-Term Vision with Enduring Quality
- Potential for Phased Implementation & Expansion
- Optimizes Value of Budget (Capital & Operations)

McMinnville Recreation / Aquatic Center

Site Evaluation Criteria - DRAFT

9.22.20

Development Capacity

- Accommodates Space Program Needs
- Accommodates Parking Requirements
- Potential for Expansion
- Optimal and Effective Use of Site

Economic Viability

- Cost Recovery Potential
- Prominent Street Frontage
- Proximity to Compatible Amenities
- Partnership Potential

Stewardship of Funding

- Site Cost (acquisition, on-site / off-site improvements)
- Project Development Cost
- Value Added Design

Supports Diversity, Equity, and Inclusion

- Central Location
- Access to Variety of Transportation Modes
- Proximity to Underserved Communities

Regulatory Approval

- Within Urban Growth Boundary
- Avoids Potential Environmental Impact
- No Extended Approval Process

Staff Report

To: MacPAC – January 7, 2021 meeting
From: Anne Lane, Parks & Recreation Manager
Date: December 22, 2020
Subject: Agenda Item #6 – Minutes of October 1, 2020 MacPAC Meeting

Background:

To comply with Oregon public meeting requirements, City staff has relied on the audio or zoom recordings to be the official record of MacPAC meetings. Each meeting recording is posted [here](#).

During the October MacPAC meeting staff forgot to click record and missed recording the first 30 minutes of the meeting. During the January MacPAC meeting staff is requesting MacPAC vote to approve written minutes of the October meeting to remedy this situation.

Recommendation:

Staff recommends MacPAC discuss and revise as necessary, and approve the attachment:

10.01.2020 MacPAC Meeting Minutes

Suggested Motion:

I move to approve the written minutes of the October 1, 2020 MacPAC meeting as drafted.

Alternative Motion:

If there are any changes MacPAC would like to make to the attached minutes, rather than 'as drafted' the member making the motion should state the changes and use the following motion:

I move to approve the written minutes of the October 1, 2020 MacPAC meeting as amended.

MacPAC Agenda
Thursday, October 1, 2020
6:30 p.m.
Online meeting Minutes

1. WELCOME

Co-chair Maxfield opened the meeting and welcomed the public and MacPAC members to the October 1, 2020 MacPAC meeting. Maxfield asked for staff to call roll.

Present MacPAC committee members: Co-chairs Meredith Maxfield and Ken Rolfe, members Marty Purdy, Sara Tucholsky, Karen Ostrand, Lisa Macy-Baker, BJ Barlow, Dianne Shea, Duane Bond, Anna Barsotti, Kitri McGuire, Andrew Jones, Murilo Martins, Rony Lucas, Ryan McIrvine, Councilor Zack Geary.

Absent: Kevin Chambers, Miriam Vargas Corona, Michael Limbert

Staff: Susan Muir, Anne Lane, Jenny Berg, Katie Noyd

Consultants: Ken Ballard, Jim Kalvelage, Jennifer Hoffman, Ray Johnston

Maxfield reminded attendees that tonight's agenda does not include an opportunity for public testimony and as such, co-chairs would only be calling on MacPAC members.

2. FINALIZE – Subcommittee recommendation on performance space

Staff member Katie Noyd briefly presented the background and recommendation of the Auditorium Subcommittee.

The committee moved and seconded the motion: An auditorium and community meeting / rental spaces will not be included in the new recreation facility

The motion passed unanimously.

3. FINALIZE – New recreation facility amenity overview

The consultant team lead by Ken Ballard and Jim Kalvelage reviewed the recommendations for the rec facility as proposed in the staff report:

Aquatics / Rec Center Program Approval

- Stretch 25 M pool – requires 15,000 sf for 8,000 sf surface area water.
- Spectator Seating 500 seats = 3,000 sf
- Spa / Whirlpool 300 sf
- Child watch up to 1,000 sf (from 800)

Co-chair Maxfield called for comments:

Geary:

- Aquatics: Warm water vs. spa whirlpool: Is a warm water therapy pool different from a spa? Difference between the two?
Ballard: Warm water leisure pool still serves as that function; when not used for recreational purposes it serves as a therapy pool Spa is more for specific 86-88 degrees; vs 102-104 degrees. More of a social relaxation purpose – therapy exercise typically happens in the warm water pool.
- No outdoor pool?
Ballard: Correct.
- Functional Training? Cardio training (instead of TRX or Crossfit) is a more broad-based term. Different than a fitness studio – has very little equipment.
- Seems like a lot of Activity space with large multi-purpose gym.
Ballard: Not as dramatic as it seems – will be generating significantly more revenue.
- Wants to avoid wasteful space. Will trust consultant's input and recommendations.

Bond:

- Will the footprint be 113,112 sf? Even if 2 stories?
Ballard: won't be more than 113,112 if on one story but may be a smaller footprint because some spaces will likely be two stories.
- Space program summary is very useful but would like to see the staffing requirements for each of the program groups.
- Revenue is not one of the considerations but, would like to see a minimum we need, and a maximum we think we can get. Will help determine what is most cost effective.

Jones:

- This proposal seems significantly smaller?
Ballard: It is not - 'stretch" 25 yard – he will note # of meters in future reference to denote longer length.
- Does not feel it is sufficient for all users. Would propose to stop the aquatic space recommendation and form a subcommittee to review.
Muir: proposed MacPAC could make changes to the list through a motion or form a subcommittee.

Shea:

- Urges the MacPAC to form a pool subcommittee to define what McMinnville's vision is.

Martins:

- 25 yards x 25 meter stretch pools exists (Salem example) – but he does not recommend. Would be only adding one lane to the existing size which doesn't account for 60,000 people. Would like to see it become the #1 pool destination for swim competition.

Macy-Baker:

- Recommends a subcommittee as well.
- Could you add on to a building in the future?

Ballard: Depends on the site. Determine what the site size is that supports this size facility, including parking. Will be part of next step to review. Would hope to get a site that can support – still need to go through that exercise.

Barlow:

- Elevated walking / jogging track – is the building two stories to support the elevated track for cost efficiencies, or does it add costs?

Ballard: Elevated track is much preferred, when there are activities going on, it is better operationally. It will be a two-story buildings already – pool and gym – using the track helps this. Noted support spaces consolidated into one line – restrooms, lockers, etc., in addition to gross square footage increase.

Maxfield:

- Reflected on the additional discussion about the pool and suggested forming a subcommittee for that.
- Bond moved; McGuire seconds.

Discussion:

- Geary: Aquatics preference is to approve everything but the whole aquatics portion, not just the competitive pool. Would rather vote for everything but that.
- Muir recommended the way to proceed was the maker and second of the original motion agree to withdraw and put a new motion on the table.

Bond and McGuire withdrew their motion and second.

Geary made a motion to approve the activity and community spaces as proposed and take out all aquatic spaces for further subcommittee work. McGuire seconded. Comments followed:

- Barlow: Same comment as Zach.
- Tucholsky: Same as Zack, encouraged the subcommittee to talk about outdoor pool space as well.
- Rolfe: Comment addressed by Zack and Sarah.
- Purdy: Can we actually vote on the other spaces now? Ballard: Noted that the support and gross areas will be impacted if we add more space. Probably wouldn't affect the Activity and Community spaces.

Maxfield called for the Vote to approve the list as proposed by staff except all pool amenities and create a separate subcommittee for Aquatic Spaces.

Motion passed 15: 1 (Barlow)

4. PRESENTATION – Next steps on Library planning

Consultants Jim Kalvelage and Ray Johnston presented their observations and assessment of the current Library.

Exterior:

- Plaza attracts unwelcome behavior – not many opportunities to look into it – not enough eyes and supervision of the space. It is a large space.

- Main entry is hidden – have to discover the space; typically have more transparency – confusing to patrons.
- Limited parking capacity – serves as public parking, library and aquatics center. A lot of stress on the parking lot.
- Introverted character of addition – solid walls, small windows. Not an “inviting” library space.
- Limited engagement with City Park – better ways to take advantage of the views into City Park.
- Constrained service access – narrow ramp and single door. Typically, would have better service accommodations.
- Historic Library hidden by landscape – mature landscaping hides an iconic library. Obscures much of the view. Some clearing has been done by Native Plant Society – could open up and celebrate

Interior:

- Movement patterns – tall stacks, bridges, but complicated to get there.
- Tall stacks, narrow aisles. Libraries typically don’t use such tall book stacks any longer.
- Densely packed aisles – less accessible.
- Staff work areas spread out – areas don’t oversee others – staff has difficulty communicating with other staff.
- Cramped staff workspaces – material stacked upon each other. Hardworking library!
- Future Library:
 - Right-sized for community
 - Room for more borrowing and browsing materials
 - Creating spaces for more and varied seating – relaxing, collaboration
- Easy access to materials – a little less dense than McMinnville’s collection
- More and varied small meeting / study spaces – essential part of our culture.
- Scattered collections
- Complicated movement patterns – patterns are convoluted
- Low internal visibility – places which are problematic for staff to oversee
- Scattered staff workspaces

Questions / comments:

Geary stated for the record his wife works at the library and he does not feel that clouds his judgement.

Shea: Is the library slated to remain at its current site?

Berg: Susan was instructed by City council to look at adding the library into consideration with Rec Center. Branch library – professional opinion is that it could create extra staff and pickup locations. There are other options for pickups. Regarding location, centrally located, anchor for Third street, Carnegie library already there, historic nature of City Park site and the building was constructed in 1912- worth preserving. Centrally located.

Jones: Agree that the Carnegie library is a treasure. Hard to evaluate this location without other alternatives. Is there a plan to address the parking / public safety issues:

Kalvelage: will be looking at as part of the expansion. Will look at whole upper City Park site. What happens to the Aquatic Center – would it be impacted? Ultimate vision is that there is a new facility – this site is likely too limited and will have to be evaluated. Site considerations may include removing the aquatics center.

Barlow: Is there a confidence level that the issues discussed could be navigated? “Brokeness” shown in presentation – are there good solutions?

Kalvelage noted tremendous potential to resolve these issues to make the park safer and more accessible to the community.

Martins: How can we make sure that the library could expand until we know what’s happening with the pool? Timing is critical so that our town will not be without a pool.

Barlow: Noted that there have been a lot of comments about whether or not the library limits the function of space for that property with the other amenities we have talked about for the site?

Muir mentioned that would be part of the due diligence and also mentioned there were some conditions of grants that need to be considered. She mentioned she and Jenny had been assuming that the Library would stay where it is and were hoping to check in with MacPAC about that tonight.

Tucholsky: moved to approve the recommendation to keep the building at the current site. Jones suggested ensuring that keeping the library at the City Park site subject to the pool moving to a different site. There was no second to that motion.

Berg: suggested breaking the two parts out to say yes the library should be expanded as one, and second, at this location given the aquatic center concerns.

Tucholsky moved that the library stays where it is.

Barsotti seconded.

McGuire: Don’t limit this to an “if then” scenario. Could the motion take into consideration that other services are not impacted?

Muir noted that the same staff and consultant team will be considering this all together and won’t propose something that doesn’t fit or work on a site. Staff is just checking in for some preliminary direction about the location. She noted the comments about the timing of the pool not closing makes sense.

Kalvelage: summarized he's hearing the challenge of whether or not one could expand the library without having any down time / impacting the existing aquatic center?

Barlow: Clarified that he has always viewed all three buildings are connected together. He expressed concern about making this decision without more information on sites and how they would interact with each other. Currently we have a hub with the park, aquatic center and library and the community center isn't that far removed. Now are we prepared at the moment to say that hub is going to be separated without a strong understanding of the options.

Berg: Suggests staff can move forward with just a motion that the library should be expanded and move forward with a library subcommittee. The location can be tabled and we could still make a lot of progress. She summarized we have a motion on the table and she is suggesting that it be simplified to simply say the library should be expanded.

Barsotti had seconded and is comfortable withdrawing her second and would support what Jenny said. Tucholsky withdrew her motion and made a new one to approve expanding the library. Barsotti seconded.

Bond: Supports a subcommittee to study this issue. Understands the challenge of finding area for parking and new aquatic location. He supports a subcommittee looking into this. His concern is Upper City Park may not be large enough for all that we're talking about, and that planning for all of the facilities can move forward together.

McIrvin: His understanding of remodel v. new construction can have an impact on the budget and asked if we knew that information.

Kalvelage indicated they could look at that and that working with a historic structure can be a challenge.

Berg summarized the revised motion (moved by Tucholsky and seconded by Barsotti) is to expand the library. Berg stated the subcommittee would then work on the details.

Motioned passed 16-0.

Muir and Berg stated the subcommittee could discuss the concept of a branch library as well. Anyone interested in the library subcommittee were directed to contact Berg or Muir. They are looking for 3-5 people.

Co-chair Rolfe indicated that due to the time, we would defer the last item on the agenda, the Guiding Principles and Site Evaluation Criteria to a future meeting.

Co-chair Rolfe mentioned the next meeting would be November 5 at 6:30 pm. He thanked everyone for their time during the difficult time of the pandemic.

Muir checked in with the committee to determine if they still wanted to meet over zoom. Consensus was zoom is the preferred meeting platform. Ryan McIrvine offered tours of any of the school buildings that people may want to see.

Co-chair Rolfe adjourned the meeting.