

CITY OF McMinnville  
MINUTES OF DIVERSITY, EQUITY & INCLUSION ADVISORY COMMITTEE  
Held at Kent Taylor Civic Hall and online via Zoom,  
McMinnville, Oregon

Thursday, August 11, 2022, at 4:30 p.m.

Presiding: Committee Chair Christine Bader

Recording Secretary: Noelle Amaya, Communications & Engagement

Manager

Committee Members: Present	Excused Absence
Zack Geary	
Efrain Arredondo	
Larry Miller	
Myrna Khoury	
Tony Lai	
Sarah Schwartz	
Abby Thomas	
Christine Bader	
David Cano	
Karina Alcantara	

Also in attendance were Noelle Amaya, Communications & Engagement Manager; Susan Muir, Parks & Recreation Director; Liz Fliszar, Parks Maintenance Supervisor; and David Renshaw, Public Works Operations Superintendent

- 1) CALL TO ORDER: Committee Chair Christine Bader called the meeting to order at 4:31 p.m.
- 2) APPROVAL OF MINUTES: Tony Lai MOVED to approve the July 14, 2022, minutes. Larry Miller SECONDED. Motion PASSED unanimously.
- 3) PUBLIC COMMENT: There were no public comments.
- 4) EQUITY LENS UPDATE: Efrain reports that the sub-committee to review the Equity Lens and Public Engagement charter is meeting on Monday. The hope is to get some good work in before school starts. Efrain is hesitant to make the document too large or cumbersome. Does not feel that there is too much to add content wise.

Christine agrees the hope is to put together draft and encourages members to read the documents thoroughly and to be prepared to make comments at the September meeting.

- 5) **COMMITTEE LEADERSHIP & MEMBERSHIP:** Committee Chair Christine Bader would like to hold a vote to elect co-chairs after the City Council's resolution to modify committee leadership has passed.

Sarah Schwartz MOVES to nominate Larry Miller as committee co-chair. Tony Lai SECONDS. No discussion ensues. The motion PASSES unanimously.

Larry Miller MOVES to nominate Sarah Schwartz as committee co-chair. Efrain Arredondo SECONDS. No discussion ensues. The motion PASSES unanimously.

The group congratulates the new co-chairs. Christine Bader thanks the group for allowing her to lead the group over the inaugural year. Sarah thanks Christine for her work and setting the bar so high.

- 6) **PARKS & RECREATION OPEN SPACE MASTER PLAN:** Larry Miller introduces the Parks and Open Space Master Plan and asks David Renshaw and Liz Fliszar to introduce themselves to the group.

Susan Muir introduces Jon Pheanis from the consultant group MIG. Susan explains Jon's long history in the knowledge of McMinnville as this was the same group who worked through the City's previous Park's master planning effort.

Jon introduces himself and begins his presentation for the Parks and Open Space Master Plan. Jon reviews the goals and key outcomes for the PROS plan, overviews the planning process, and provides an overview of the committee's roles and responsibilities.

Larry asks about the community survey and its distribution. Jon explains that the project website will house all the information related to the project including the survey. The survey will include a map of McMinnville and will ask questions related to areas of interest.

Susan explains that the survey will primarily be pushed through the engagement consultant who is attached to this project as well as our typical channels including the Parks & Rec guide.

Larry asks about the timeline for the project overall. Jon says the summary document will be based on the work coming out of the Planning Commission and will likely occur around the end of September.

Susan explains what NRPA (National Recreation and Park Association) is and why their work will be embedded in our planning process for this project.

Jon explains the opportunities for the group to consider and their plans to address park access and equity. He goes over several maps to illustrate how they're looking at park "need."

Jon asks the group to consider the key challenges for this project. Larry asks about the metrics used to determine access to parks based on the map that was shown. Does "size" matter when defining criteria for access and equity. Jon explains that we'll look at several metrics including residential density when they come to making final recommendations.

Christine asks about the context of the plan as a whole – how many years will this planning effort span. Susan explains that we will use the data from the Planning Department’s work on the Urban Growth Boundary. The 1999 master plan led to a capital bond that later led to a 9 million dollar bond that McMinnville voters approved.

Christine asked for clarification on the purpose in terms of what the City of McMinnville would like to envision for their park system, versus what the City will pay for or what specifically will need to go to a bond measure.

Susan further explains that there are many factors that will go into the planning process. The City may envision nature parks, trails, skateparks, water or river access – all of these ideas will be added to the big picture of what the 20 year plan will involve.

Jon reiterates much of the same information – that the word “park” applies to much more than the typical green space with play structure scenario we think of.

Larry asks about a local space he drove by on his way to the meeting. Liz and David Renshaw ask Larry to try and identify the space he saw that was run-down or otherwise unidentifiable as a “park.” David Renshaw explains that resources impact our ability to maintain the grass and weeds at many parks around the City. Susan guides the conversation to wayfinding and signage might be something that we’ll need.

Tony wants to address the challenge of how to clean up graffiti and the ‘reputation’ that is attached to many of the parks around the City. The perception of safety is important when he visits parks with his family.

Efrain asks about funding requirements for developers to maintain structures that are put in neighborhoods or buildings that are built next to existing parks. Jon explains the meaning behind System Development Charges (SDC’s) and how part of the project is to determine what those charges should be and how they might be applied in the future.

Efrain asks how the City tracks the usage of parks. Jon explains that surveys, reservation data, or participation in events, or simple observation are all ways to determine usage.

Tony asks about how the City plans to address staffing challenges. David explains that we have to be aware as a group to build in maintenance funding so that the City can maintain the new resources adequately. If we add new parks without adding funding for staffing or maintenance we end up diluting our efforts to take care of our resources across the board.

Tony asks if it is staff or lack of money that is causing the problem. Liz says both are the issue. David agrees that its staffing, general funding, and capital funding to replace and repair the assets we have. The water feature is a great example of the problem we’re facing right now.

Susan explains the backlog of maintenance that must be addressed as we look towards the vision and planning for the future.

Zack’s main concerns are transportation for bicycle-pedestrian safety around the city and integrating our natural resources in our new spaces.

Jon asks about the groups view on what the opportunities are.

Karina asks if we provide social services like ‘free lunch in the park.’ Susan says we don’t have programs like that. Zack likes the idea of cultural opportunities that have been a part of McMinnville and would like to see that grow. Karina asks about our community gardens.

Christine wants to bring the importance of green space to focal point of the community and that there is a story intertwined there. Christine would like to broaden how we talk about green space and the parks, the programming in the parks, and who needs those spaces.

Susan agrees that there is a strong connection between public health and the parks and the type of culture we want to exemplify in our community.

Efrain agrees – that maybe a shift in adding lower maintenance parks is a focal point for this plan by adding a communal aspect of ownership over them and that parks are not just for young families.

Larry asks if Jon has ever recommended getting rid of a park that wasn’t serving the community well. Larry asks if community members are ever responsible for caring for our neighborhood parks. Jon says he has included recommendations or opportunities to repurpose spaces if the community agrees.

Liz agrees that there are opportunities to manage the community’s expectations about how we frame our messaging on issues like watering. She also mentions the green space attached to Cozine Creek and that this area is unused and needs rehabilitation and she’d love to see that included in some sort of capacity in this plan. Being better stewards to what we currently have rather than adding more to it.

Zack asks to incorporate some aspect of climate action plan into the effort. He would also like to see future generations fund this work.

Christine asks if the City has a Climate Action Plan. Zack explains that we do not, but its been discussed but no formalized work has been done in this regard.

Jon highlights the community involvement strategy embedded within the plan and asks who the committee would like to involve from a equity standpoint.

Christine would like to see people approached in-person, in the community to talk through the survey points.

Myrna suggests the school district.

Efrain suggests QR codes in the parks for taking the survey.

Liz suggests offering paper surveys for seniors or others not comfortable with technology.

Tony asks who will be responsible for writing the survey questions.

Jon explains that the survey will be written in collaboration with several groups including City staff.

Abby Thomas suggests the ESOL night course at Chemeketa Community College would be a good group of people to engage.

7) ADJOURNMENT: Meeting adjourned by Sarah Schwartz at 6:03 pm.

s/s Noelle Amaya  
Noelle Amaya, Communications & Engagement  
Manager  
Recorder