

STAFF MEMO

DATE: March 21, 2024
TO: The City of McMinnville's Diversity, Equity, and Inclusion Advisory Committee
FROM: Susan Muir, Parks & Recreation Director
SUBJECT: Draft Parks, Open Space and Recreation (PROS) Plan Update

City of McMinnville STRATEGIC PRIORITY & GOALS:



ENGAGEMENT & INCLUSION

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

STRATEGIC OBJECTIVE/S:

1. Actively protect people from discrimination and harassment
2. Celebrate diversity of McMinnville
3. Cultivate cultural competency and fluency throughout the community
4. Grow City's employees and Boards and Commissions to reflect our community
5. Improve access by identifying and removing barriers to participation

Report in Brief:

This staff report contains information for the DEIAC including most importantly, this link to the [DRAFT PROS plan](#) (Draft plan is large enough that it cannot be successfully emailed as an attachment), along with a DRAFT Reader's Guide (attachment A), and responses to the equity lens questions (Attachment B). In addition, options (p. 2 of this staff report) are provided for the DEIAC to consider taking as the Project Advisory Committee on the PROS plan. Note: if the imbedded link above does not work, please go to mcminnvilleparksplan.com and click on 'Draft Plan Review' in the top navigation banner.

Action: After the DEIAC reviews the draft plan, hears a presentation on the plan from the project team at the March 21 DEIAC meeting, and has sufficient time to discuss and consider the plan, the DEIAC will make a recommendation on the plan to City Council. This recommendation does not need to happen at the March 21 DEIAC meeting if additional time is needed.

Background: Hello DEIAC members! We are at the point in the process where your work, in addition to the feedback we've received from the community, has all come together in the draft PROS Plan. Some of the information in the draft PROS plan will be familiar to you, and some of it will be brand new to you. Over the last couple of years, staff and the consultant team have been before you at least 5 times to present information, request feedback, and overall get direction on the future of parks and recreation in McMinnville.

At the meeting on March 21, 2024, our consultant team will walk you through the proposed draft plan. The plan is lengthy, it is not our expectation that all of you would have read through the entire plan by the meeting, however the conversation will be more robust if committee members are familiar with the document. Because of the length of the plan, we've also prepared a DRAFT reader's guide (attachment A) that we plan on using with the public and thought you might have valuable feedback for us on that piece as well.

In addition, we've provided a response to the equity lens questions (attachment B).

Thanks to your help with the public outreach process, we had an amazing amount of community engagement throughout the process. Along with the draft plan on the project web page, there will be a form that members of the community can use to provide feedback.

As we head into this meeting, we thought it would be good to outline the role, options and process that the DEIAC may choose to follow to make a recommendation to City Council on the plan.

As part of your role as the advisory committee for the PROS Plan Update, you will make a recommendation to City Council about the plan, and staff will carry your recommendation forward to the council. There are many options available for your recommendation, and once you see the presentation and have a discussion, you can decide how quickly, and how you'd like to move it forward.

Potential options for the DEIAC to consider are:

- Recommend the City Council adopt the plan as is.
- Recommend the City Council adopt the plan with specific changes/amendments.
- Recommend the City Council not adopt the plan with specific reasons and or concerns.
- Continue the discussion beyond March 21, 2024 with direction to staff to bring back changes or additional information.
- In addition to those options, staff can help you craft a motion and/or brainstorm next steps at the meeting if you would like to propose moving forward in a different way.

If any DEIAC members would prefer a paper copy of the draft plan, or need any assistance accessing the plan, please don't hesitate to reach out to me at 503.434.7359 or by email susan.muir@mcminnvilleoregon.gov.

We look forward to the discussion!

Attachments

- A. DRAFT Reader's Guide
- B. Responses to Public Engagement Charter & Equity Lens Questions

Attachment A

DRAFT Reader's Guide

Dear Community Members: thank you for engaging with us, giving your time, and for helping shape the parks of McMinnville's future! Equity, and a community led process, were the driving forces behind this work and what we used to craft the vision, goals and objectives for our parks, recreation and open spaces.

This Parks, Recreation and Open Space (PROS) Plan Update reflects McMinnville's voices, priorities, needs, wishes and hopes – and for that, we THANK YOU!

This is a big document with big ideas.

Community created vision and goals for McMinnville Parks, Recreation and Open Spaces:

INCLUSIVE ● INTERCONNECTED ● VIBRANT ● SAFE ● WELCOMING

Plan Goals:

1. Ensure Equitable Park Access
2. Support Community Cohesion
3. Provide a Welcoming System
4. Provide Safe and Clean Parks
5. Support Diverse Recreation Opportunities
6. Celebrate and Preserve Nature
7. Increase Off-Street Trail Connections

What our Community Wants:

20-YEAR CAPITAL IMPROVEMENT PROJECTS

There are **132** proposed capital improvement projects totaling **\$78,786,591** which 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

27 projects at **18** parks



PLAY AND GATHERING

Play areas, sports facilities, or community spaces

38 projects at **22** parks



REINVESTMENT

Infrastructure repair/replacement and replace worn or aging park assets

62 projects at **26** parks



NATURE

Natural area improvements

5 projects at **5** parks

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)

The first 5 years:

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	\$3,800,000	Grant, Donation, Bond
		New amphitheater for community events (flood-friendly)	\$325,000	SDCs, Donation
		Replace restrooms	\$510,000	Grant, Bond
		Replace lower shelter	\$340,000	Bond, Grant, Donation
		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	Bond, Grant, Donation
		Cover, improve, and renovate skatepark	\$425,000	Bond, Grant, Donation
Joe Dancer Park	Central McMinnville	Skatepark improvements and renovation	\$250,000	Bond, Grant, Donation, Partnership
		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

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.	\$150,000	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	\$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				
North Central	Central McMinnville	Land acquisition for new neighborhood park	\$1,500,000	SDCs
Proposed Greenways (development only)				
Joe Dancer Park/Three Mile Lane Greenway	Eastern McMinnville	Greenway development	\$245,455	SDCs
TOTAL: \$13,602,455				

Source: MIG

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

Find more info

You can find the full plan and appendices at: mcminnvilleparksplan.com

Public Input



Snap Shot – p. 62 of the plan



Data

- community values & needs: p. 7 of Appendix
- community priority projects: p. 51 of Appendix

Existing Park System



Snap Shot- p. 25 of Plan



Data – p. 1 of Appendix

- Condition assessment – p. 35 of the plan



Map – p. 26 & 27 of Plan

Maintenance



Existing snap shot – p. 42 of Plan



Future maintenance standards: p. 96 of plan



Cost estimates: P. C 12 of Appendix

Projects



Snap shot:

- Years 1-5 p. 98 & 99 of plan
- Years 5-20 p. 11 of the plan



Data (including funding plan): p. 37 of appendix



Future system map: p. 92 & 93 of plan

Equity – the entire plan is based on the concept of creating a modern park system that is adequately funded and grounded in equity. Increasing access and removing barriers has been applied throughout this plan, quick summaries:

Snap shot: p. 67



Maps: p. 72-75



Lens for future projects: p. 101 & 102

Attachment B

McMinnville Parks, Recreation, and Open Space Plan

Responses to Public Engagement Charter & Equity Lens Questions

A. Who are the racial/ethnic and underserved groups affected? What is the potential impact of the policy/program on these groups?

The PROS Plan is intended for the entire community as it provides direction for City-owned parks and public recreation services. The Plan is grounded in equity and addresses the needs of traditionally underserved or underrepresented community members such as those living in neighborhoods that lack nearby parks.

B. Does the policy/program ignore or worsen existing disparities or produce other unintended consequences? Does it narrow or widen the opportunity gap?

The PROS Plan identifies improvements to underserved areas of the city that lack park and recreation access and documents and prioritizes the needs of a wide variety of community members from different backgrounds including different racial/ethnic groups, Spanish speakers, youth and families, older adults, and people with disabilities.

C. How does the policy/program advance opportunities for historically underserved communities?

The PROS Plan identified the key needs of those who are/have been historically underserved by services and opportunities and used equity as a lens to prioritize future improvements. The majority of recommended projects are reinvestments into the existing park and recreation system, including new opportunities and recreation facilities in areas that are lacking them, and a range of city-wide policies related to increasing diversity, equity, and inclusion into the provision of park and recreation services.

D. What are the barriers to more equitable outcomes? (e.g. mandated, political, emotional, financial, programmatic or managerial)

The PROS Plan focuses on several different ways to ensure equitable outcomes. While the City had previously only relied on a numeric based standard to measure

outcomes, this PROS Plan includes new park quality and park access criteria that will also be used to achieve a more equitable future system.

E. How have you intentionally involved members of communities who will be affected? How do you validate your answers to Questions A–D?

The PROS Plan is based on ongoing involvement with the City of McMinnville’s DEIAC. As an initial step in the planning process, the project team developed the Community Involvement Strategy that outlined an equitable and effective communications and engagement strategy for the PROS Plan. Specific outreach opportunities included in-depth interviews and listening circles (focus groups) with non-English speakers, families, and people with different racial/ethnic backgrounds; community surveys in English and Spanish; in-person events at the Unidos Resource Fair and Dia de los Ninos’ event, and more.

F. How will you modify or enhance your strategies to ensure each community member and communities’ individual and cultural needs are met?

The PROS Plan’s Community Involvement Strategy provided the initial guidance for involving the McMinnville community. The City and project team made adjustments throughout the planning process to ensure involvement from the entire community. For example, the City extended the closing date of the community survey to ensure broader participation and used data to reprioritize engagement in areas with a low turnout.

G. How are you collecting data on race, ethnicity, and native language?

The PROS Plan collected demographic data with each of the community outreach opportunities. Responses from these questions helped the City and project team understand if the planning process was involving a wide cross section of the community, and to compare information across various demographic factors.