



City of McMinnville

MacPAC Agenda

Thursday, October 7, 2021, 6:30 p.m.

Online Meeting

Join online via

Zoom: <https://mcminnvilleoregon.zoom.us/j/98733600881?pwd=VIVHQTJ0cSxaU1EczJCMm52L2l4UT09>

Meeting ID: 987 3360 0881 **Password:** 655257

Or you can call in and listen via zoom: 1 346 248 7799
ID: 987 3360 0881

- 1. Welcome & Roll Call**
- 2. Process update**
- 3. Final report structure**
- 4. Review of Optimal level of service**
- 5. Next MacPAC meeting November 4, 2021**
- 6. 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 Susan Muir at (503) 474-7310 at least 48 hours before the meeting.



City of McMinnville

Staff Report

DATE: October 7, 2021
TO: MACPAC
FROM: Susan Muir, Parks and Rec Director & Jenny Berg, Library Director
SUBJECT: 10.7.21 Packet

AGENDA ITEM #2 – Process Update

In January 2020 the McMinnville City Council appointed MacPAC to “inform the Library and Parks and Recreation Departments as they consider how to offer services and plan facilities to improve and enhance recreation and cultural services for McMinnville. Issues to be considered by the committee may include, but are not limited to: facility planning, program planning, service levels, fee levels, financing plans and equity and inclusion initiatives.”

We anticipate needing 3 more meetings for MacPAC to accomplish that charge.

October 7

- summarize & ratify MacPAC decisions to date for optimal level of services and amenities
- Review Table of Contents for Final Report
- Discuss other needed levels (see chart below)

November 4th

- Finalize scaled levels of options (see chart below)

Dec 2nd

- Final Opsis report presented to MacPAC

January 2022 – date tbd, MacPAC @ City Council

The work MacPAC has accomplished is fundamental towards moving the City closer to updated facilities and planning for the future. With facilitation and input from Opsis Architecture and McMinnville city staff, MacPAC has made decision that will be included in a report presented to City Council in Winter 2022. This report will be developed by Opsis and include all of the MacPAC recommendations for optimal recreation and cultural buildings and programs in the City of McMinnville. The final product from the architects will include preliminary amenities, designs, and funding and location options.

MacPAC has nearly completed recommendations for this optimal facility master plan. In a perfect world, City Council would proceed with this optimal plan to enhance the City of McMinnville. However, given the current City financial information we also want MacPAC to create a less detailed, scaled down versions of the optimal recommendation.

To align the MacPAC product and process with the larger city discussion about level of services, City staff has developed a format for presenting levels of service options to City Council.

	Below Base Level	Base Level	Mid Level	Optimal Level
Indoor Rec & Aquatic	Current conditions – no discussion needed	November & December MacPAC discussion	November & December MacPAC discussion	Opsis Final Report
Library	November & December MacPAC discussion	Current conditions – no discussion needed	November & December MacPAC discussion	Opsis Final Report
Senior Center	November & December MacPAC discussion	Current conditions – no discussion needed	November & December MacPAC discussion	Opsis Final Report

The Community Center and Aquatic Center current conditions are BELOW BASE level. For those two facilities we will ask MacPAC to define the BASE and MID levels at your November meeting. The Senior Center and Library are currently at BASE level, so we request that MacPAC define the BELOW BASE and MID levels for those two facilities.

Things to keep in mind while developing the levels of service in this format.

- Less detail is needed for the scaled down level of service scenarios.
- Recommendations for sequential work are welcomed (i.e. start with a scaled down recreation and aquatic center, followed later with plans for Library and Senior Center updates).
- Additional design, budget and locational work will occur later and will build on the work done by MacPAC.
- An update to the Parks Master Plan will likely be funded soon. The Master Plan will build on your discussions about outdoor spaces at the new and existing park, rec & library facilities. It is the recommendation from staff that MacPAC focus on indoor amenities and leave the outdoor amenity discussion to the Parks Master Plan process. The Parks Master Plan will look at outdoor amenities through the larger fabric of the entire city, using industry standards for parks, and assessing community wide needs. This will allow us to use city wide information to compare to national standards.
- On October 20th the City Council & Budget Committee are slated to make a decision on new revenue sources to address the ongoing budget shortfall. The staff recommendation of a new utility fee has gained support from the elected and appointed officials during their discussions. Also, it is anticipated that the conversation about a Fire District will move forward.
- Financing options for both indoor and outdoor amenities will be looked at in a strategic way once more information is available from the revenue source decisions and Parks Master Plan.

We will review this information at the October 7th meeting. If you have any questions, please contact Susan Muir @ 503.434.7359.

AGENDA ITEM #3 – Final Report Structure

This is an informational item to give you a preview of the report MacPAC is scheduled to see at the December meeting. Over the next couple of months, Opsis Architecture will be preparing their final report with the following outline:

EXECUTIVE SUMMARY

PLANNING PROCESS

- Summary
- DEI Lens
- Guiding Principles
- Site Selection Process
 - Criteria
 - Analysis

PROGRAMS AND CONCEPT DESIGNS

RECREATION / AQUATIC CENTER (RAC)

- Program Verification Summary
- Concept Plans + Renderings
- Project Cost Summary
- Operational Financial Plan

SENIOR CENTER

- Needs Assessment/ Program Summary
- Concept Plans
- Project Cost Summary

LIBRARY

- Needs Assessment/ Program Summary
- Concept Plans + Renderings
- Project Cost Summary

NEXT STEPS

ACKNOWLEDGEMENTS

APPENDIX

AGENDA ITEM #4 – Review Optimal level of service

Back in July, staff presented the following chart to you about the decisions made to date. Outdoor amenities are now listed as suggestions, pending the Parks and Open Space Master Plan recommendation. In addition, the preferred location of the Rec Center for the Optimal Recommendation has not been finalized by MacPAC and should be wrapped up at this meeting.

	Senior Center	Library	Rec Center
Amenities	<p><i>New!</i></p> <ul style="list-style-type: none"> • Large covered entry with automatic doors • Greenhouse • Patio with outdoor seating • Better connection with Wortman Park • Safer parking lot circulation • Outdoor suggestion: Pickleball court, bocce ball court & other park amenities <p><i>Improved</i></p>	<p><i>New!</i></p> <ul style="list-style-type: none"> • More restrooms • Visual access & greater connection to City Park • Landmark / corner presence along HWY 99 West • Improved safety and visibility through site design • Flexible & adaptable layout • Café • Increased Library of things (tools, etc.) • Study rooms • Outdoor suggestion: 	<p><i>New!</i></p> <ul style="list-style-type: none"> • Gym with 2 courts • Drop-in Childwatch Center • Dedicated gymnastics room • After school/youth center • Outdoor suggestion: water amenity (splash pad or pool) • Outdoor suggestion: 3 outdoor pickleball courts, 2 basketball courts and soccer field, (with lighting) • 50 meter x 25 yard lap pool

	<ul style="list-style-type: none"> • Better circulation inside • Larger dining room • Restroom updates • New flooring, paint and finishes throughout 	<p>Barrier free playground</p> <p><i>Improved</i></p> <ul style="list-style-type: none"> • Larger Children's area • More meeting room space • Increased after hours access • Staff efficiencies (check in/check out process) 	<ul style="list-style-type: none"> • Warm water family pool with water play features (fountains, slides, etc). • Diving boards, slides, climbing walls and/or swings in pool <p><i>Improved</i></p> <ul style="list-style-type: none"> • Elevated walk/job track • Weight/cardio space • Group Exercise Studio • Fitness studio • Multi purpose room • Catering Kitchen • 2 craft/ classroom spaces • Indoor Playground
Square Footage	1,300 sq' addition to existing 10,000 sq' building	29,756 sq'	124,736 sq'
Location	Stays at Wortman	Current Aquatic Center site, after new pool is built	<i>TBD - 2 sites for further exploration - Linfield University owned property & Mac W&L property</i>