



City of
McMinnville

Parks, Recreation, and
Open Space Master Plan



Prepared By

MIG, Inc.

199 E. 5th Avenue, #33

Eugene, OR 97401

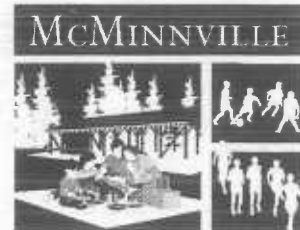
(541) 683-3193

In Association with

Don Ganer & Associates

June 1999

CITY OF McMINNVILLE



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MIG, Inc.

199 E. Fifth Ave., Suite 33
Eugene, OR 97401
(541) 683-3193

Sally McIntyre, Principal
Jane Henderson, Park Planner
Larry Wight, Landscape Architect
Barbara Bellamy, Planner
Holly Warren, Project Associate
Misty Fisher, Administrative Assistant

In Association with:

Don Ganer & Associates

May 1999

Table of Contents

EXECUTIVE SUMMARY

PART I: COMMUNITY NEEDS

CHAPTER 1: INTRODUCTION

Purpose of the Master Plan	1
Master Plan Objectives	1

CHAPTER 2: TRENDS AND FACTS

Community Profile	3
Demographic Profile	4
Summary	5

CHAPTER 3: RESOURCE ASSESSMENT

Parks and Recreation Facilities	7
Facilities Inventory	
Facility Standards and Needs Assessment	
<i>Table 1: Park System Definitions</i>	
<i>Table 2: Park Standards and Anticipated Need</i>	
<i>Table 3: Recreation Facility Standards and Anticipated Need</i>	
Evaluation of Existing Facilities	
Recreation Programs and Services	16
Benefits of Recreation Programs and Services	
Recommendations	
<i>Table 4: Most Popular Recreation Programs</i>	
<i>Table 5: Recreation Programs Favored for Expansion</i>	
<i>Table 6: New Recreation Programs</i>	
Management and Operations	22
City of McMinnville	
Parks and Recreation Department	
<i>Table 7: McMinnville Parks and Recreation Department Organizational Chart</i>	
Evaluation of Current Operations	
Maintenance Staffing Levels	
<i>Table 8: Current Maintenance Staffing Needs</i>	
Current Funding	26
Current Source of Funding for Parks and Recreation Administration	
Current Sources of Funding for Parks and Recreation Capital Improvements	
Summary	
CHAPTER 4: COMMUNITY INVOLVEMENT	29
Summary of Community Involvement Efforts	29
Recreation Needs Assessment Survey	31
Benefits of Parks and Recreation	32
Summary	33

PART II: THE PLAN

CHAPTER 5: A VISION

Vision for a Future Parks and Recreation System	35
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CHAPTER 6: RECOMMENDATIONS

Park Facilities	37
<i>Map 1: Planning Areas</i>	
Park Facility Action Plan	41
<i>Table 9: Recreation Facility Action Plan - Northeast</i>	
<i>Table 10: Recreation Facility Action Plan - Northwest</i>	
<i>Table 11: Recreation Facility Action Plan - Southeast</i>	
<i>Table 12: Recreation Facility Action Plan - Southwest</i>	
<i>Table 13: Recreation Facility Action Plan - General</i>	
Master Plan Map	47
<i>Map 2: Master Plan Map</i>	
Recreation Programs	49
<i>Table 14: Recreation Services Action Plan</i>	
Maintenance	51
<i>Table 15: Maintenance Action Plan</i>	
Management	53
<i>Table 16: Management Action Plan</i>	

CHAPTER 7: TEN-YEAR FUNDING PLAN

Park Facility Funding Plan	55
<i>Table 17: Park Facility 10-Year Funding Plan</i>	
Maintenance Funding Plan	58
<i>Table 18: Park Maintenance Funding Plan</i>	
Financing Sources	61
<i>Table 19: Capital Improvement Plan - Parks Projects by Category 1999-2019</i>	
<i>Table 20: Capital Improvement Plan - SDC Expenditures 1999-2019</i>	
<i>Table 21: Capital Improvement Plan - Parks 1999-2019</i>	

BIBLIOGRAPHY

APPENDIX

Appendix A: Facility Inventory

Table A-1: Park System Resources

Table A-2: Greenspace/Greenways/Natural Areas

Table A-3: School Facilities

Part I
Community Needs



- Sites that need redesign or development;
- General lack of access for people with disabilities as required by federal law;
- The need to establish maintenance and design standards;
- Safety issues, such as designs that may encourage vandalism or safety hazards; and
- The need to address management of natural habitats.

Recreation Programs and Services

The McMinnville Parks and Recreation Department plays a major role in meeting the recreation program needs of the community. About 90% of residents' report that they or a member of their family participated in recreation programs offered by the City of McMinnville during the last year. The Parks and Recreation Department provides 125 classes and programs for McMinnville residents, serving approximately 21,000 participants in 1998.

A major task of the Master Plan was to identify the services most valued by residents and to develop a plan to deliver these services. The benefits of parks and recreation most valued by McMinnville residents, which can be addressed through recreation programs, include:

- Providing positive activities for youth;
- Building a sense of community;
- Preserving the environment;
- Contributing to strong families; and
- Helping residents achieve an active, healthy lifestyle.

Programs that are the highest priority for expansion include: the summer concert series, special interest classes for children and adults, and youth sports. Wildlife and nature education, outdoor programs, and programs in the creative and performing arts should be developed and offered to all ages.

Youth of all ages should have the highest priority when planning recreation programs, according to McMinnville residents. Adult programs are in demand, but should be highly self-supporting. Services to disabled residents, seniors, and ethnic minority populations should continue to be improved.

McMinnville recreation programs have become more dependent on user fees. Other funding sources should be developed. Partnerships with McMinnville Public Schools and Linfield College as well as business sponsorships are highly supported by residents.

In general, the City should improve its marketing of recreation programs. Regular program evaluation to measure for customer satisfaction is also recommended.

Management and Operations

The Parks and Recreation Department currently has 10 full-time employees and 90 part-time recreation staff. The Director of Parks and Recreation oversees park acquisition and planning as well as five recreation service areas.

Overall, the Parks and Recreation Department is doing an excellent job of meeting community needs. Some areas for future improvement include:

- Adding a volunteer coordinator and professional landscape architect to the staff;
- Increasing community involvement in park planning and recreation program evaluation;

*City recreation
programs served
21,000 residents in
1998.*

- Organizing citizen park patrols to enhance public safety ; and
- Establishing park maintenance standards and developing a maintenance management plan for each site.

Park maintenance staff are now part of Public Works Department. Maintenance staffing levels have not increased to address the continued expansion and development of park lands and increased park use. Each full time employee (FTE) is currently responsible for 60% more park land acreage than in 1980. Because of this increase in workload, some McMinnville parks are beginning to show the effects of reduced maintenance. If McMinnville's existing park facilities are to be maintained to the level of cities of comparable size in Oregon, an additional two full-time employees are needed, for a total of seven full-time park maintenance staff.

COMMUNITY INVOLVEMENT

To encourage citizen involvement in the development of the Master Plan, residents were provided with opportunities to express ideas and obtain information. These opportunities included: a community survey, community workshops, and stakeholder interviews. Residents were asked questions about:

- The benefits they receive from parks and recreation opportunities;
- Facility, operation, and recreation services improvements they feel are needed;
- Future planning priorities;
- How to fund improvements; and
- Their vision for the City of McMinnville's future parks and recreation system.

Over 500 residents participated in the Master Plan development process. Residents said that the greatest issue facing the McMinnville community is increasing urban growth and its impacts on livability. Meeting the needs of youth was considered the most pressing community need. Residents saw the most important benefits of parks and recreation services were providing positive activities for youth, building a sense of community, and preserving the natural environment for future enjoyment.

Through their participation in the development of the Master Plan, community members helped shape a vision for the future of the parks and recreation system.

Residents value positive youth activities.

PART II THE PLAN

VISION FOR THE FUTURE

To address key issues facing the Parks and Recreation Department, a guiding vision is needed. The vision for McMinnville's future parks and recreation system, which emerged from the Master Plan community involvement process, is stated below:

Parks, recreation programs and facilities, and open space are essential elements in enhancing the quality of life in McMinnville. They foster healthy, active lifestyles, strengthen a sense of community, prevent crime, protect the environment, and contribute to a healthy economy. The Parks and Recreation Department will provide an interconnected parks and recreation system that:

- Provides diverse opportunities for active, passive, and unprogrammed recreation to all residents;
- Contributes to overall community livability and pride;

- Balances the impacts of growth and increasing density with sufficient facilities;
- Fosters stewardship of natural resources, such as floodplains and waterways;
- Provides equitable distribution of parks and recreation opportunities throughout the City;
- Reduces auto-dependency and enhances recreation opportunities by connecting recreation resources, community destinations, and neighborhoods with trails and greenways;
- Provides positive activities for youth;
- Promotes strong families;
- Helps residents achieve an active, healthy lifestyle;
- Builds and maintains partnerships with area schools and others to provide programs and facilities;
- Provides safe and well-maintained parks and recreation facilities;
- Provides for effective and economically sound management of public resources; and
- Informs residents about their recreation opportunities, and involves them in decision-making.

This vision formed the basis for Master Plan recommendations.

RECOMMENDATIONS

Master Plan recommendations for implementing the vision for McMinnville's park and recreation system address park facilities, recreation services, maintenance, and management. Recommendations include the following:

Park Facilities

To maintain McMinnville's existing level of community livability and balance anticipated growth, existing parks should be renovated and new parks should be developed. These recreation resources should be equitably distributed throughout the community to provide access to all residents.

- Renovate City Park to serve as the heart of Downtown and the cornerstone of McMinnville's park and recreation system;
- Acquire and develop 103.5 acres of community parks and at least 76 acres of neighborhood parks to meet future needs and ensure geographic accessibility for all residents;
- Renovate existing community parks to increase recreational opportunities and improve safety;
- Protect natural areas by acquiring greenways along creeks and the Yamhill River.
- Provide trails through natural areas;
- Pursue joint use agreements with the School District, Linfield College and other partners to share the cost of facility development and maintenance; and
- Provide an interconnected pedestrian and bicycle system that links McMinnville's parks, open spaces, neighborhoods, work places and schools.

Recreation Services

Additional programs are needed to accommodate future community growth and meet the needs and interests of residents. Programs for youth are residents' highest priority. Recreation programs must remain affordable to all residents.

Recreation resources should be equitably distributed.

- Develop programs for preschool children;
- Expand youth programming;
- Develop wildlife and nature education programs, outdoor programs, and programs in the creative and performing arts;
- Improve outreach to seniors, disabled residents and ethnic minority populations;
- Expand special interest classes for youth and adults;
- Provide programs for families; and
- Evaluate programs and service delivery on an ongoing basis to ensure that they are achieving planned outcomes.

Maintenance

As the parks, recreation and open space system expands, maintenance responsibilities increase. Already parks are beginning to show the effect of inadequate maintenance budgets. As new park facilities are developed, funding for maintenance must also be increased.

- Incorporate maintenance standards recommended by the National Recreation and Park Association;
- Establish a maintenance management plan for each park and recreation facility;
- Hire personnel with knowledge of park management and experience in park maintenance for future Public Works Superintendent/department leadership openings;
- Involve volunteers in park development and maintenance;
- Evaluate staffing levels and cost/benefits of contract labor; and
- Hire additional utility workers.

Adequate funding is needed to implement the plan.

Management

The Parks and Recreation Department will be faced with managing more park land and additional recreation programs as the population of McMinnville increases. To effectively manage these community resources, more tools should be developed to guide the design and management of park facilities; public information, community involvement, and public safety efforts should be expanded; joint use agreements should be developed; and on-going staff training program should be implemented.

- Develop new standards, guidelines and policies for facility development and management;
- Develop community involvement policies to encourage and manage volunteerism;
- Establish guidelines for developing joint use agreements and partnerships;
- Develop staff training programs to increase staff effectiveness; and
- Improve dissemination of information about park facilities and recreation programs.

Additional recommendations are presented in Chapter 6.

TEN-YEAR FUNDING PLAN

To successfully implement the Master Plan recommendations and expand parks and recreation facilities and services, an adequate budget is needed. The Park Facility Funding Plan addresses acquisition, development, and renovation of parks, greenways and natural areas. The funding plan addresses fiscal years 1999-2000 through 2008-2009.

Projects not completed within the first ten years are budgeted for completion by the year 2019.

Capital facilities included in the Master Plan total \$50.4M. A variety of financing methods and multiple funding sources are needed to purchase park and open space and construct new ballfields, playgrounds and other recreation facilities. The two most likely funding sources are General Obligations (G.O.) bonds and System Development Charges (SDC's).

The City Parks Department has estimated that approximately \$13M in park improvements may be funded with G.O. bonds during the next 20 years. This is approximately 24% of the projects identified in the Master Plan. G.O. bonds must be approved by voters.

The City collects parks and recreation SDC's for all new residential development. The City Council has adopted a schedule to increase the parks and recreation SDC rates. With these increases, \$2.76 million in SDC revenues may be available for parks by 2005. SDC's are expected to fund about 20% improvements identified in the Master Plan.

About \$10 million for park improvements is expected to come from grants, donations and business partnerships. The remaining \$18.25 million could be funded from other sources such as special assessments and user fees.

Master Plan recommendations for parks and recreation facilities are based upon standards recommended by the National Recreation and Park Association and Oregon communities of similar size and customized the McMinnville's needs. As the Master Plan is implemented, projects, priorities and timing may change based on evolving community needs, funding and program demand.



CHAPTER I: INTRODUCTION

Located in the western portion of Oregon's Willamette Valley along the Yamhill River, the City of McMinnville is changing at a significant pace. For example, the population of the City was only just over 14,000 in 1980. Today McMinnville's population is over 24,000, and it is one of the fastest growing cities in Yamhill County.

In response to these changes, McMinnville residents have made it their goal to retain and enhance their City's livability, recreational opportunities, sense of community, and natural environment. McMinnville residents look to their City's Parks and Recreation Department to provide quality parks, open spaces, and recreation services that will meet these needs today and well into the future.

PURPOSE OF THE MASTER PLAN

To assist in maintaining McMinnville's livability, the Parks and Recreation Department has set out to create the City's first Parks, Recreation and Open Space Master Plan. The Master Plan describes how the City will strive to provide parks and recreation opportunities to residents for the next 20 years. It includes a financing model that demonstrates how park acquisition and development could be financed if resources are available. This planning process offered the City a unique opportunity to evaluate the parks, recreation and open space system, and to author a vision for the community that recognizes anticipated changes and truly reflects the needs of residents.

To accomplish this task, community members of all ages and those serving on the Master Plan Advisory Committee have contributed to this Master Plan.

The Master Plan describes a vision for parks, recreation services, trails and open space facilities.

MASTER PLAN OBJECTIVES

During a series of initial meetings, Parks and Recreation Department staff, Advisory Committee Members, community members, and staff from other City departments were asked to identify key issues that should be addressed in the Parks, Recreation and Open Space Master Plan. The objectives that helped guide the Master Plan development process include the following:

- Maintain and enhance community livability;
- Contribute to stronger families;
- Build community pride by showcasing parks and facilities;
- Maintain accessible, diverse facilities and programs that serve all ages and abilities;
- Promote opportunities for unprogrammed recreation;
- Increase social opportunities;
- Ensure access to recreation through efficient and affordable programs;
- Provide adequate open space;
- Balance the effects of increasing growth with the need to maintain community livability;
- Ensure positive activities for children and youth; and
- Encourage community-building opportunities, such as volunteer efforts and local partnerships with schools and businesses.

The Master Plan was developed with significant input from the community.

The Master Plan describes residents' vision for the future of the City's parks, recreation services, trails and open space facilities.



CHAPTER 2: TRENDS AND FACTS

McMinnville is a special place that is well loved by its residents and defined by a commitment to maintain a livable environment. This chapter provides an overview of the community and the changes that are expected in McMinnville's population. This information is important when forecasting future park and recreation needs.

COMMUNITY PROFILE

McMinnville has a current population of approximately 24,000 people. It is the largest city in Yamhill County and the fifteenth largest city in Oregon. Adjacent to the Oregon Coast Range foothills and surrounded by rolling farmlands, it is less than an hour drive south from Metropolitan Portland, Oregon's largest urban area. McMinnville is noted as a gateway to the Oregon Coast via Highway 99W that bisects the town.

The City covers about 11 square miles within its Urban Growth Boundary (UGB). Within this area, McMinnville owns approximately 270 acres of park land. Inside the UGB, McMinnville's topography is generally flat. The dominant natural features are three waterways: Baker Creek, Cozine Creek and the South Fork of the Yamhill River. Baker and Cozine Creeks flow west to east out of the adjacent Coast Range foothills and eventually join the Yamhill River just east of downtown McMinnville. The South Fork of the Yamhill River flows northward as it meanders through the City before it meets the main channel of the Yamhill and, ultimately, the Willamette River to the northeast.

Culturally, McMinnville is a diverse community that blends the interests of its ever-changing population with its historic, small town charm. Residents and visitors to McMinnville celebrate their diversity through gatherings such as: the annual Turkey Rama Celebration, the Yamhill County Fair, the annual Mayor's Charity Ball, and the International Pinot Noir Festival.

Downtown McMinnville is noted for its large historic district, which is comprised of 52 buildings of architectural and historic significance. The brick and stucco buildings date from the 1880's to the 1930's. Within minutes, residents can stroll through the downtown core

*Parks and recreation
contribute to
McMinnville's charm
and character.*

from their favorite shop or restaurant to a nearby park or enjoy the sights and sounds of nature at a park along the Yamhill River just east of downtown.

Today, McMinnville's economic base is primarily services, manufacturing, retail, and education, but still clearly reflects its agrarian heritage. Linfield College continues to be a major employer and focal point of the community. Increasingly, the community is incorporating high technology and tourism into its economic base.

Tourism will continue to play a growing role in the City of McMinnville and Yamhill County. In 1995, 77% of tourists to Yamhill County came during the summer and fall. Of all visitors, 49% engaged in an outdoor activity, such as hiking, viewing wildlife, or picnicking, and 42% visited parks or other natural attractions (*Davidson and Peterson Associates, Inc.*, 1995). Tourists had an estimated economic impact of \$37,510,000 in Yamhill County in 1994 (*Davidson and Peterson Associates, Inc.*, 1991-1995). Tourism increases the use of park facilities and provides opportunities for marketing of recreation programs.

McMinnville is also the hub of Oregon's largest concentration of wineries, the Yamhill County wine growing area. The annual International Pinot Noir festival attracts wine enthusiasts from around the world, and has spotlighted this region as one of the up and coming wine-growing areas of the United States. Nearly 25% of all Oregon vineyards are located in Yamhill County. From 1985 to 1997, the number of wineries in the county increased from 43 to 113 with a gross income of \$88 million.

The Parks and Recreation Department has a central role to play in shaping the changing character of the City. The high level of community support for the Parks and Recreation Department demonstrates that the Department reflects community values. With continued support, resources will be protected and enhanced for the enjoyment of future generations. Recreation opportunities will continue to build community and help residents achieve an active, healthy lifestyle as McMinnville grows and changes.

DEMOGRAPHIC PROFILE

Urban growth in McMinnville is a relatively recent phenomenon. As recently as 1960, McMinnville's population was just over 7,600 people. Each decade since the 1940's has seen steady, double-digit growth. In the period from 1970 to 1996, the City grew from 10,125 to 22,880, an increase of 44%. By the year 2017, McMinnville's population is expected to grow to 38,000, an increase of almost 50%.

To determine future community needs, anticipated changes in the City population were studied. This study, based on 1997 data when McMinnville's population was 22,880, revealed the following important facts and trends:

- McMinnville residents are more likely to own their homes than rent. Total housing units have grown from 2,989 in 1970 to 6,778 in 1990, and this trend is likely to continue. Due to constraints placed on the availability of land by the Urban Growth Boundary (UGB), population and housing densities will likely grow, increasing the need for parks and recreation opportunities (US Census of Population and Housing, 1990).
- In addition to traditional nuclear families, the Parks and Recreation Department will need to address the needs of diverse residents, such as:
 - People living in nursing and foster care homes;
 - Single parents;
 - Persons living alone; and
 - Persons with disabilities.

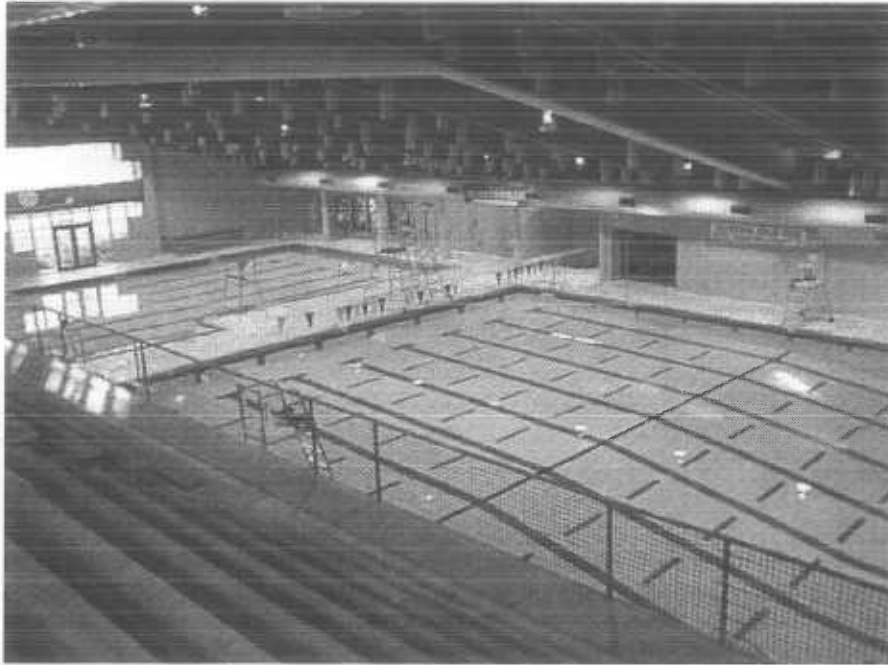
*By 2017,
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- Both per capita and median incomes in McMinnville are lower than the state average. In fact, 45.35% of McMinnville residents are of low to moderate income (US Census of Population and Housing, 1990). This increases the need for accessible, affordable recreation.
- The labor market and industry employment has shifted away from natural resource based employment and toward white collar jobs, such as those in trade, government and services (including high technology). From 1979 to 1996, these three sectors have increased 48.5%, 43.7%, and 107.0% respectively in the Mid-Willamette Valley (Regional Economic Profile, Region 3, Oregon Employment Department, 1998).
- The median age of McMinnville residents continues to increase. With the aging of the baby boomers, the 65 and older age group is one of the fastest growing age groups in McMinnville and throughout the U.S.
- The cultural and ethnic make-up of McMinnville will become more diverse within the next 30 years, with continued growth among the Asian, Hispanic and Native American populations.

As the City's population becomes more diverse, parks and recreation services will need to grow and change.

SUMMARY

As the City's population grows and becomes more diverse, parks and recreation services will need to grow and change to meet the needs of the community. A unique and extraordinary diversity of natural features is here for all McMinnville residents to enjoy. These natural and cultural features, combined with the City's small town appeal, form the important foundation of community character, a key factor in attracting and retaining residents and businesses.



CHAPTER 3: RESOURCE ASSESSMENT

To determine future needs, it is important to understand the current parks and recreation system. An evaluation of the current system was completed, including:

- Parks and Recreation Facilities;
- Recreation Programs and Services; and
- Management and Maintenance.

PARKS AND RECREATION FACILITIES

As of December 1997, the City of McMinnville had 162 acres of parklands and 112 acres of greenspace. This includes 7 mini-parks/playlots, 4 community parks, 2 linear parks, 1 special use park, 3 public buildings, 1 greenway, and 6 greenspaces. Local schools provide the community with 195 acres of public open space; residents have access to facilities at 5 elementary schools with a sixth soon to open, 2 middle schools, 1 high school, 4 other school district sites, and at Linfield College. Table 1 describes park facilities that are addressed in the Master Plan.

To determine future needs for park and recreation facilities, a resource inventory and analysis was conducted. The study includes the following:

- *Facilities Inventory:* An inventory of existing and proposed parks and recreation facilities;
- *Facility Standards and Needs Assessment:* An evaluation of current parks and recreation facilities standards and of future facility needs; and
- *Evaluation of Existing Facilities:* An evaluation of the condition of existing City parks.

For complete results of this study, see the *City of McMinnville Park System Resource and Analysis Report* (MIG, Inc., 1998).

To determine future needs, a resource inventory was conducted.

Table 1

PARK SYSTEM DEFINITIONS

Types of Facility	Definition	Benefits	Size Criteria	Includes	Does Not Include	Site Selection Criteria	Maintenance Level and Standard
Mini-Park/Playlot	Mini-parks, urban plazas, or playlots provide recreation opportunities for residents in areas not adequately served by neighborhood parks, such as town centers or areas of high density development.	Provides for the day-to-day recreational needs of residents; provides space for community events; balances high density development and communicates neighborhood character.	2500 square feet to 1 acre	Mini-parks or playlots may include passive or low intensity activities, such as children's play areas, pathways, multi-purpose paved areas, public art, small scale sports facilities, seating, picnic areas, community gardens, multipurpose performance space, and landscaping.	Mini-parks would generally not include high intensity sports facilities, restrooms or off-street parking.	Mini-park sites are generally level, and the site should have physical characteristics that are appropriate for its intended use, such as well-drained soils and desirable topography. The park should be accessible by sidewalks and/or intersecting trails, and bike lanes or low traffic streets.	Maintenance standards will vary depending on design features. Urban plazas in high density areas should utilize NRPA Maintenance Mode I - frequent to very frequent maintenance. In low density residential areas, mini-parks should utilize NRPA Maintenance Mode III - moderate level maintenance.
Neighborhood Park	Neighborhood parks are the foundation of the park and recreation system, providing accessible recreation and social opportunities to nearby residents. When developed to meet neighborhood recreation needs, school sites may serve as neighborhood parks.	Provides access to basic recreation activities for nearby residents of all ages; contributes to neighborhood identity.	5 to 13 acres	Neighborhood parks should include both passive and active recreation opportunities, such as children's play areas, informal sports areas, picnic facilities, public art, open turf areas, landscaping, community gardens, and pathways. Security lighting may be provided if needed.	Neighborhood parks generally do not include facilities for large groups, such as sports tournaments, off street parking, or permanent restrooms. Activities that result in overuse, noise, parking problems and congestion should not be provided.	Neighborhood parks should be located within a 1/2 mile radius of residences without crossing a major street for easy pedestrian and bicycle access. Neighborhood parks sites are generally level, and sites with natural aesthetic appeal are most desirable. Locating neighborhood parks next to other park system components, such as greenways, increases use and desirability. Neighborhood parks should be located adjacent to schools and fire stations whenever possible.	Neighborhood parks should utilize NRPA Maintenance Mode III - moderate maintenance to maintain the appearance and functional use of facilities and to support public safety.
Community Park	Community parks provide a variety of active and passive recreation 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.	Provides a variety of accessible recreation opportunities for all age groups; provides environmental education opportunities; serves recreation needs of families and community social activities.	Greater than 12 to 13 acres	In addition to those amenities provided at neighborhood parks, community parks may include sports facilities for team play, group picnic areas, skateboard and rollerblade facilities, natural areas, botanical gardens, amphitheaters, festival space, swimming pool, interpretive facilities and community centers. Higher quality children's play areas may be provided to create a family play destination.	Facilities that do not meet recreation needs.	The site should have physical characteristics appropriate for both active and passive recreation, such as suitable soils, positive drainage, varying topography, and a variety of vegetation. A naturally attractive site character is highly desirable. Land within the flood plain should generally be considered only if facilities are to be located above the 100-year flood elevation.	Community parks should utilize NRPA Maintenance Mode II - high level maintenance - in developed portions to maintain the appearance and functional use of facilities, and to support public safety. In natural areas, NRPA Maintenance Mode IV - moderately low maintenance - should be utilized.
Linear Park	Linear parks may be developed along built or natural corridors to provide opportunities for trail-oriented activities and passive recreation. Linear parks may also provide some active and passive recreation facilities to meet neighborhood needs, especially in areas not adequately served by traditional neighborhood parks. Linear parks connect residences to major community destinations.	Promotes natural resources; provides environmental education opportunities; provides recreation opportunities for trail-oriented activities and provides access to basic recreation opportunities for nearby residents of all ages to encourage an active, healthy lifestyle; reduces automobile dependency.	Of adequate size to protect natural resources and accommodate intended uses.	Linear parks can include paved or soft-surfaced trails to accommodate jogging, biking, walking, skateboarding, dogwalking, horseshoe, riding, canoeing or rollerblading. Active and passive recreation facilities may include small-scale sports facilities, such as basketball hoops, children's play equipment, off-leash dog areas, seating, public art, picnic tables, lighting, community garden, and landscaping.	Recreation facilities intended for large groups, permanent restrooms, and off-street parking are generally not provided.	Although natural corridors, such as creeks and rivers are preferred, opportunities to create built corridors should be strongly encouraged. Built corridors are constructed during development or redevelopment, such as corridors created in residential subdivisions, revitalized waterfronts, abandoned railroad beds, roadway right-of-ways, boulevards, utility right-of-ways and drainage-ways. The minimum corridor width should accommodate a multi-use trail plus buffer planting (approx. 24 feet).	Linear parks should utilize NRPA Maintenance Mode II - high level maintenance - in developed portions to maintain the appearance and functional use of facilities, and to support public safety. In natural areas, NRPA Maintenance Mode IV - moderately low maintenance - should be utilized to support the natural character of the area, to maintain functional use of facilities, to provide fire and hazard mitigation, and to support public safety.
Special Use Park	A special use park is a facility for a specialized or single recreational activity, including historic and cultural sites, and recreation facilities.	Meets the recreational needs of the community; preserves historic, natural, and cultural resources; provides life-long educational opportunities and provides opportunities for community wide social events.	Size should be suitable for its use.	Historic and Cultural Sites: these may include local historical resources, arts facilities, public gardens, nature centers and amphitheaters. Recreation Facilities: many of these facilities may be located in park facilities, especially in community parks, some single purpose facilities may be freestanding, such as community centers, senior centers, theaters, golf courses, sports facilities and aquatic parks. In addition, compatible support facilities, such as seating, interpretive signage, public art and picnic tables should be provided to increase function, use and attractiveness.	Facilities that do not meet recreation needs.	The physical site should be appropriate for the intended use. The site should be accessible by arterial and collector streets, and by public transportation and the Citywide trail system. A central location is preferred. Depending on the facility type and adjacent uses, locating special use facilities in parks or adjacent to other public facilities may be preferable for increased safety and security.	Maintenance will vary according to facility type. In general, high use may require NRPA Maintenance Modes I or II - high level maintenance to maintain functional use of facilities and support public safety.
Greenpace / Greenway	A greenpace or greenway is an area of natural quality that protects valuable natural resources and provides wildlife habitat. It also provides opportunities for nature-related outdoor recreation, such as viewing and studying nature and participating in trail activities.	Protects valuable natural resources; protects wildlife; contributes to the environmental health of the community and provides recreation opportunities for outdoor recreation, environmental education, and trail-oriented activities.	Size should be adequate to protect the resource.	Developed features that support outdoor recreation and trail-oriented recreation may be provided, such as trails, picnic areas, benches, interpretive signs, and native landscaping. Trail-head amenities, such as small scale parking, portable restrooms, bike racks and trash enclosures, may be included.	Facilities that do not directly support outdoor recreation and trail-oriented recreation should not be included, such as ornamental plants, lawns, and active recreation facilities.	The quality of the resource is the most important determinant for site selection. In addition, sites that provide medium to high potential for environmental education, aesthetics or buffering functions, and outdoor or trail-oriented recreation are preferred. The minimum corridor width is approximately 100 feet.	NRPA Maintenance Mode IV - moderately low maintenance - should be utilized to support the natural character of the area, to maintain functional use of facilities, to provide fire and hazard mitigation, and to support public safety.
Trails and Connectors	A public access route for commuting and trail-oriented recreational activities, includes sidewalks, bikeways, multi-use trails and paths.	Provides opportunities for trail-oriented activities; reduces auto-dependency; and connects community facilities and neighborhoods.	Width of the trail and right-of-way depends on its intended use and location.	A variety of pathways types are needed to accommodate activities, such as walking, running, biking, dogwalking, rollerblading, skateboarding, and horseback riding. Trails can be located within parks, within linear parks and greenways, or be designed as a part of the Citywide transportation system. Greenways can provide trail-like facilities for boating and canoeing. Each type of trail should be designed to safely accommodate users, and meet recognized design standards.	Active recreation facilities and facilities that do not directly support outdoor recreation and trail-oriented recreation should not be included, such as ornamental plants, lawns, and active recreation facilities.	McMillinville's trail system should be coordinated with the City's Transportation Master Plan to create a pedestrian and bicycle system that connects all components of the trail system and major community destinations. The trail system should provide access for people with disabilities and accommodate diverse recreational needs. Trail development is guided by site opportunities and constraints, such as pedestrian access, slope, natural resources, views and drainage.	Hard-surfaced trails should utilize NRPA Maintenance Mode II - moderate level maintenance - in developed portions to maintain the appearance and functional use of facilities, and to support public safety. For soft surfaced trails , NRPA Maintenance Mode IV - moderately low maintenance - should be utilized to support the natural character of the area, to maintain functional use of facilities, to provide fire and hazard mitigation, and to support public safety.

Reference: *Park Maintenance Standards*, National Recreation and Park Association (NRPA), 1936.

FACILITIES INVENTORY

The facilities inventory includes the following:

- *Parks System Resources:* These are developed or partially developed mini-parks/playlots, community parks, linear parks, special use parks and recreation centers provided by the Parks and Recreation Department.
- *Greenspace/Greenways/Natural Areas:* The primary greenway in the City's inventory is Cozine Creek Greenway which is made up of 11 separate greenway areas totaling 45.45 acres. The Parks and Recreation Department also provide 6 designated greenspace areas totaling 66.59 acres.
- *School Facilities:* The McMinnville School District and Linfield College provide a significant number of recreation facilities. These facilities are included in the inventory.

The inventory of parks and recreation facilities is provided in Appendix A.

FACILITY STANDARDS AND NEEDS ASSESSMENT

The availability of park and recreation facilities and their ability to meet the recreational needs of the community is usually measured by facility standards. These standards are expressed quantitatively by the number of facilities needed to serve a certain number of residents (e.g., 5-8 acres of community parks per 1000 population, 1 baseball field for every 5000 population, etc.).

In 1990, the City of McMinnville provided 14 acres of park land for every 1000 residents. To determine future facility needs, the amount of park acreage and number of recreation facilities provided in McMinnville was compared to standards recommended by the National Recreation and Park Association (NRPA). These standards were further refined to address regional recreation needs by comparing them with standards for comparable communities in Oregon, and by evaluating the geographic distribution of parks throughout the community. Based on this evaluation and the results of the community involvement process, recommendations for Master Plan park and recreation facility standards were proposed. These standards were used to calculate anticipated community needs for the year 2017.

Tables 2 and 3 summarize recommended facility standards for each type of park and recreation facility for the years 1997-2017. Based on these recommended standards and the existing level of service, the anticipated community need is presented. It should be noted that the existing level of service for recreation facilities includes school facilities, many of which are in substandard condition and may not adequately meet community needs (Table 3). Projected community needs are based on an estimated population of 38,000 by the year 2017.

For park lands, no standards are proposed for mini-parks, linear parks, special use parks, or specific miles of trails. The following is recommended:

Mini Parks

- The small size of mini-parks limits their recreational value. These park types are not highly used by McMinnville residents and are more costly to maintain than larger sites.

Community needs are based on a projected population of 38,000 in 2017.

- It is recommended that additional mini-parks be added to the system only in locations where residents do not have access to larger parks within a ½ mile radius of residences, such as in Central McMinnville or in older neighborhoods.
- Mini-parks can also be provided to enhance the character of high density areas, such as in downtown McMinnville.

Linear Parks

- Linear parks should be provided along built or natural corridors to connect neighborhoods and to provide opportunities for trail-oriented and nature-oriented recreation.

Special Use Parks

- Special use parks are facilities intended for specialized or single recreational activities, including historic and cultural recreation. These should be developed only when additional special use facilities are needed.

Trails

- Since a large percentage of McMinnville residents would like additional trail facilities, it is recommended that trail opportunities in McMinnville be maximized while preserving natural resources.

*More trails are
desired by
residents.*

Table 2
PARK STANDARDS AND ANTICIPATED NEED

Facility	Existing Standards	Recommended Standards	Anticipated Need 2017 pop 38,000
Mini-Parks/Playlots	0.10 - 0.30 acres/1000	ns	
Neighborhood Parks	2.00 acres/1000	2.0 acres/1000	76
Community Parks	5.00 - 8.00 acres/1000	6.0 acres/1000	104
Linear Parks	ns	ns	
Special Use Parks	ns	ns	
Greenspace/Greenways/ Natural Areas	ns	6.0 acres/1000	116
Trails and Connectors	ns	1 system	
Total	7.1-10.3 acres/1000	14.0 acres/1000	295.54 acres

Existing standards are unofficial standards contained in the City's Urban Growth Boundary Study and have not been approved by City Council or Planning Commission.

Recommended Standards are based upon a combination of existing, local, and NRPA standards provided for comparison, and expressed community need.

Anticipated Need - 2017 indicates additional facilities needed by 2017 in addition to existing facilities. These needs will be impacted by community trends over time.

Table 3
RECREATION FACILITY STANDARDS AND ANTICIPATED NEED

Facility	Existing Standards	Recommended Standards	Anticipated Need 2017 pop 38,000
Baseball Fields	ns	1/1500	16
Basketball Courts	ns	1/2000	5
Botanical/Community Gardens	ns	ns	1
Community Centers	ns	1/25000	0
Dog Parks	ns	ns	2
Fishing Area		ns	1
Football Fields	ns	1/20,000	0
Group Picnic Areas	ns	1/1500	21
Outdoor Concert Area	ns	ns	1
Outdoor Volleyball Court	ns	ns	2
Play Equipment	ns	1/1200	13
Rollerblade Facility		ns	1
Running Tracks	ns	1/20,000	0
Senior Center	ns	1/25000	0
Skateboard Facility		ns	1
Soccer Fields	ns	1/2000	5
Softball Fields	ns	1/3000	6
Swimming Facilities	ns	1/25000	0
Tennis Courts	ns	1/2000	0

Existing standards: ns (no standard) no current standard is being applied locally.

Recommended Standards: A combination of existing local (other municipal jurisdictions in Oregon) and National Recreation and Parks Association standards provided for comparison. Described on a "facility per thousand population" basis.

Anticipated Need - 2017: Indicates additional facilities needed in McMinnville by 2017 (in addition to existing facilities) based on Recommended Standards. These needs and how they are addressed will be impacted by community trends, citizen priorities, and other influences (program demand, funding, facility distribution, timing of park acquisitions, etc.) throughout the twenty year planning period. McMinnville should strive to achieve the highest levels of service which accommodate community interest and support. In doing so, these levels may or may not meet or exceed recommended standards as indicated.

EVALUATION OF EXISTING FACILITIES

Parks and Recreation Department staff and the MIG consultants conducted a site and facility evaluation in December 1996. The purpose of this task was to evaluate the current condition of park facilities. McMinnville's parks include a variety of facilities that support recreational use. Thirteen types of facilities were rated. These included:

- Buildings/Restrooms/Structures
- Sports Fields and Facilities
- Play Equipment
- Safety Surfacing (for play equipment)
- Site Furnishings
- Exterior Lighting
- Paths/Paving/Trails
- Signage
- Irrigation Systems
- Drainage Systems
- Vegetation
- Turf
- Parking

Facilities were rated on two aspects: physical condition and functional capacity.

Facilities were rated on two aspects: physical condition, and functional capacity. Physical condition was rated in terms of the need for maintenance or repair. The functional capacity of a facility was rated for ability to meet user demand and support recreational use. The following scoring system was used:

- | | |
|------------------------|---|
| <i>1 - Adequate</i> | Good condition, needing only routine maintenance
Fully usable and functional |
| <i>2 - Substandard</i> | Needs significant maintenance or repair
Usable but doesn't meet standards |
| <i>3 - Inadequate</i> | Major renovation or replacement required; hazardous
Facility doesn't exist or is far below standards |

Following is a general description of the findings. *Some substandard conditions have been corrected since the site evaluation.*

Overall Condition

Maintenance of McMinnville parks is good. The public perception of park maintenance as noted in the *Recreation Needs Assessment Survey* is that maintenance is good to excellent. In general, the newer parks appear to be better maintained, and efforts appear to be directed more toward the larger community parks than to smaller mini-parks. Many of the maintenance problems observed were related to design factors, such as ponding and poor turf growth on a flat site, or insufficient site size. Vegetation and turf appear well cared for except where irrigation is not provided, or where impacted by overhead tree canopy and leaf cover. Where vandalism occurs, it is promptly repaired. Few signs of vandalism or litter were evident.

Overall, maintenance of McMinnville parks is good.

Most residents want to keep mini-parks as open space.

Major problems found during the site evaluation included:

- Aging facilities that require replacement, such as restrooms, children's play areas, and site furnishings;
- Sites that need redesign or development, such as City Park and nearly all mini-parks;
- General lack of access for people with disabilities as required by ADA;
- The need for expanded design guidelines and standard construction details to guide future planning and design of recreation facilities and site amenities;
- The need to establish Department maintenance standards based on NRPA standards;
- Safety issues, such as designs that may encourage vandalism and crime, and safety hazards in children's play areas; and
- The need to address the enhancement and management of natural habitats, including creek beds.

Addressing these issues should be a high priority for the Parks and Recreation Department.

Mini Parks/Playlots

Mini-parks and playlots were in fair to good overall condition. However, key elements, such as play equipment, were often substandard. Most, because of their size and design, presented maintenance problems or raised other concerns. Most of the sites could benefit from additional trees and low maintenance landscaping.

Many of the sites are too small to adequately serve the neighborhood. Some of the mini-parks, such as Greenbriar, serve only as a landscaped open space or entry to a neighborhood. Others, such as Taylor or Kingwood, attempt to provide limited activities for small children or families. Because of these issues, the value of these sites to the community was raised during the *Recreation Needs Assessment Survey* and during the community workshops. The results indicate that most residents want to retain these sites as neighborhood open space, and feel that the neighborhood should take an active role in site maintenance. The city should work with each neighborhood to reach consensus about the benefit of these small parcels to the immediate community, and develop renewal and management plans based on neighborhood input.

Neighborhood Parks

Although sites such as Westvale or Kingwood are perhaps seen as neighborhood parks, no park in McMinnville fits the traditional definition of this facility type. None of the mini-parks or linear parks are adequately sized, or contain the range of facilities that would qualify it as a neighborhood park, such as picnic areas, children's play areas, and active play fields.

Community Parks

The four developed community parks illustrate the range of conditions that can be found in city parks:

- *Dancer Park:* Dancer Park is in good condition overall and provides McMinnville with a concentrated active sports complex. Recent flood damage has been repaired, and all sports fields are well maintained. Dancer Park hosts the most intense activity of the system. It also has abundant potential for further development, which could include permanent restrooms, trails, river access and

interpretive stations, active sports such as roller hockey, dirt bike trails, basketball and volleyball, group picnic, etc. However, special consideration must be given to Dancer's vulnerability to flood damage. Parking and vehicular access improvements are needed to accommodate park users. A second vehicular access point is needed immediately and can be created by extending Marsh Lane.

- *Kiwanis Park:* Immediately adjacent to Dancer is Kiwanis Park. Although its size is more in keeping with a neighborhood park, its location limits its ability to adequately serve a neighborhood. It is included in the community park category because its special feature, a boat launch, serves the entire city. Paths, restrooms, and play equipment require upgrading, and the turf is impacted by tree cover. Although it has a separate identity, consideration should be given to managing the site as part of the much larger Dancer Park. Acquisition of parcels just to the west would help implement future greenway access to the center of town, increasing the value of both Kiwanis and Dancer Park. Parking should be improved.
- *Wortman Park:* Mature oak trees and a small creek makes Wortman one of the most pleasant parks in the system. However, the park, including permanent restrooms, needs renovation to meet ADA requirements; group picnic areas and disc (Frisbee) golf course need improvements; the play equipment and safety surfacing is inadequate; and the single softball field is substandard and much too small, impacting neighbors and other park users. In addition, lighting could be improved along pathways as well as in parking areas, and the irrigation and drainage needs attention. The Wortman Park master plan should be updated to include these and other improvements.
- *City Park:* This symbolic heart of the city is in fair condition, but the time has come to consider major renewal. While some facilities at City Park are in good condition and valuable natural resources exist within the park, redesign and/or renovation is needed for many elements, such as the group picnic area, tennis courts, irrigation and drainage systems, and vegetated hillsides. The creek and natural areas also need restoration. Because of its location at the heart of town, City Park has the potential for hosting community events. However, the park was not specifically designed for this purpose. Improvements could greatly enhance the site's ability to serve this need, and unify the disparate elements of the park. . A recent study indicates that redesigning City park pedestrian entries, particularly from the south into upper City park would relieve congestion and enhance the function and beauty of these areas. Innovative design could provide new spaces which support a variety of park uses and discourage small congested pockets which block pedestrian flow and movement. Historical significance should be incorporated into new designs. Any improvements should consider annual flooding. Renovation of City Park should be a high priority for the Parks and Recreation Department

*City Park is the
symbolic heart
of the City*

**McMinnville's
Westvale
Linear Park is a
popular facility.**

Linear Parks

The series of parcels that make up Westvale Linear Park are newly developed and in good condition. Portions have mature native vegetation that has been trimmed and cleaned up; other areas are recently planted. Jandina Path is in need of repair or replacement. Adding facilities, such as picnic areas, additional play equipment, and lighting, and providing for safe cycling may improve usability of the park. Flood management and habitat protection should be addressed.

The west side bike and pedestrian corridor that lies within an existing BPA easement is linear in design and is undeveloped. Its usefulness lies primarily in its value as a multi-purpose path corridor. A master plan (*McMinnville Westside Bicycle and Pedestrian Plan*, David Evans and Associates, Inc., 1995) has been developed for this site.

Greenways/Greenspace/Natural Areas

McMinnville has several greenways and open space areas, the condition of which must be evaluated on a slightly different basis than developed parcels. Some, such as the Tice parcel, are essentially unmanaged and undeveloped. These should be studied more carefully to determine whether their natural systems can be self-sustaining if left as is. Others, such as Cozine Creek and Airport Park, are managed in limited ways, such as mowing, removal of hazardous trees, minimum trail maintenance, and some stream control. These areas appear to meet the needs of the public, but management practices should be evaluated to determine whether they are appropriate. Maintenance standards should be developed to communicate appropriate practices to staff and the public.

Some smaller open space parcels, such as Angella Court, are remnant parcels donated to the Department in lieu of SDCs. Some of these may not be appropriate for inclusion in the greenspace system. All open space areas should be evaluated to determine an appropriate level of development and management, the value of potential development such as trails or interpretive stations, and overall benefit to the community.

Special Use Parks

Quarry Park is designated as a special use park. It requires cleanup and a plan to reevaluate appropriate development and management. Determining the best and most practical potential use of the park should occur through a community process in the near future. As Quarry Park has been surrounded by new neighborhood development in recent years, the current master plan, which designates the site for an amphitheater, may no longer be practical. The abandoned nature of the quarry gives it a de facto character of neglect, possibly encouraging vandalism, and park use by the public presents safety issues that should be addressed soon. Corrective measures should be given a high priority.

RECREATION PROGRAMS AND SERVICES

The City of McMinnville *Recreation Programs and Services Inventory and Assessment* (MIG, Inc., 1998) was conducted as part of the *Parks, Recreation and Open Space Master Plan* development process. Its conclusions are based on the results of:

- An inventory of available recreation programs;
- A survey of comparable cities in Oregon;
- Interviews with Parks and Recreation Division staff;
- The Master Plan public involvement process;

- Demographic trends; and
- Results of the *Recreation Needs Assessment Survey*.

The McMinnville Parks and Recreation Department plays a major role in meeting the recreation program needs of the community. According to the *Recreation Needs Assessment Survey*, about 90% of residents report that they or a member of their family participated in recreation programs offered by the City of McMinnville during the last year. The Parks and Recreation Department provides 125 classes and programs for McMinnville residents, serving approximately 21,000 participants each year. Table 4 illustrates the most popular recreation programs in McMinnville based on results of the *Recreation Needs Assessment Survey*. The Department increases recreation opportunities available to residents as a *direct program provider*, through *partnerships with other organizations*, by *providing facilities* used by others for recreation, and by *providing information and referral services* to residents about non-city sponsored activities available in McMinnville. The parks, Aquatic Center, Community Center and Senior Center are heavily used for community activities sponsored by civic, religious, business, educational and special interest groups, and offer facility rentals for special events hosted by residents and organizations.

The city's recreation programs are used by a high percentage of residents.

BENEFITS OF RECREATION PROGRAMS AND SERVICES

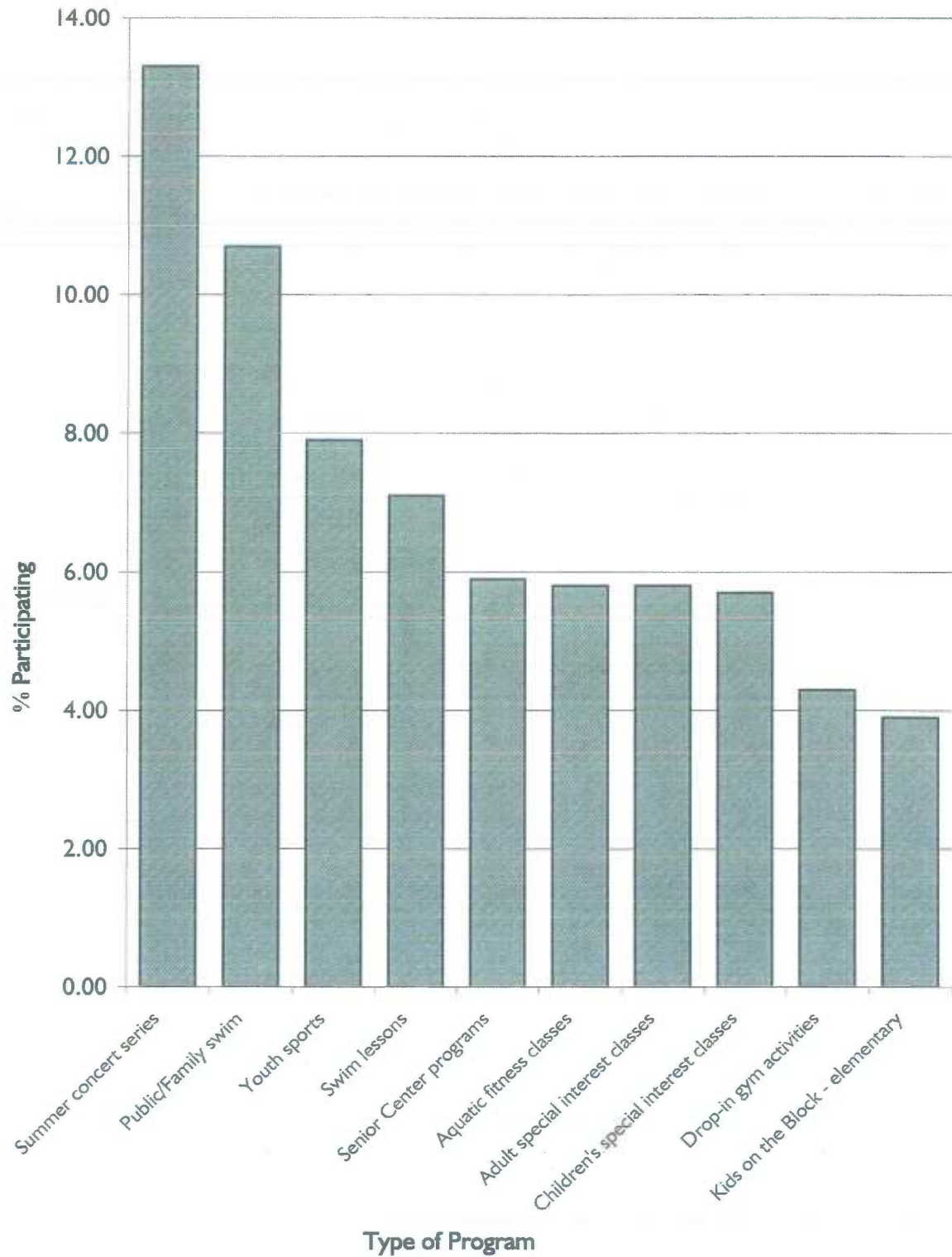
A major task of the Master Plan was to identify the services most valued by residents and to develop a plan to deliver these services. The benefits of parks and recreation most valued by McMinnville residents, which can be addressed through recreation programs, include:

- Providing positive activities for youth;
- Building a sense of community;
- Preserving the environment;
- Contributing to strong families; and
- Helping residents achieve an active, healthy lifestyle.

Many recreation programs provided by the City can produce these benefits.

Residents think the needs of youth should be high priority.

Table 4
MOST POPULAR RECREATION PROGRAMS



NEW RECREATION PROGRAMS RECOMMENDED

Tables 5 and 6 illustrate programs that should be expanded and new programs that should be offered to McMinnville residents. Based on the results of the *Recreation Needs Assessment Survey* and the master plan public involvement process, programs that are the highest priority for expansion include: the summer concert series, special interest classes for children and adults, and youth sports. Wildlife and nature education, outdoor programs, and programs in the creative and performing arts should be developed and offered to all ages.

Considering the number of program staff in the Department, the City should increase its program offerings. McMinnville residents depend on City sponsored programs because few private and non-profit program providers offer services to residents. While current staff is doing an excellent job within their areas of responsibility, the City should evaluate how improvements can be made through expanding skills, cross training and hiring practices. Currently, staff have program specific skills, but lack general recreation and therapeutic recreation skills. Staff productivity is somewhat limited by restrictive funding sources.

Youth of all ages should have the highest priority when planning recreation programs, according to McMinnville residents. Adult programs are in demand, but should be highly self-supporting. Services to disabled residents, seniors, and ethnic minority populations should continue to be improved.

Since Measures 47 and 50, McMinnville recreation programs have become more dependent on user fees. Other funding sources should be developed. Partnerships with McMinnville Public Schools and Linfield College, and business partnerships/sponsorships are highly supported by residents. Enterprise programs should also be considered. Pricing policies for user fees should be aligned with residents' program and age group priorities. For example, programs for youth should be more highly subsidized than programs for adults. Since 45% of residents have a low to moderate income, staff should evaluate pricing policies for affordability, and, when necessary, develop non-tax revenue sources to subsidize program fees.

In general, the City should improve its marketing of recreation programs. Improving the program guide, publicizing ongoing drop-in programs more widely, and making the program guide available via the Internet are recommended. An on-going system of program evaluation to measure for customer satisfaction and the achievement of measurable outcomes is recommended.

Table 5
RECREATION PROGRAMS FAVORED FOR EXPANSION

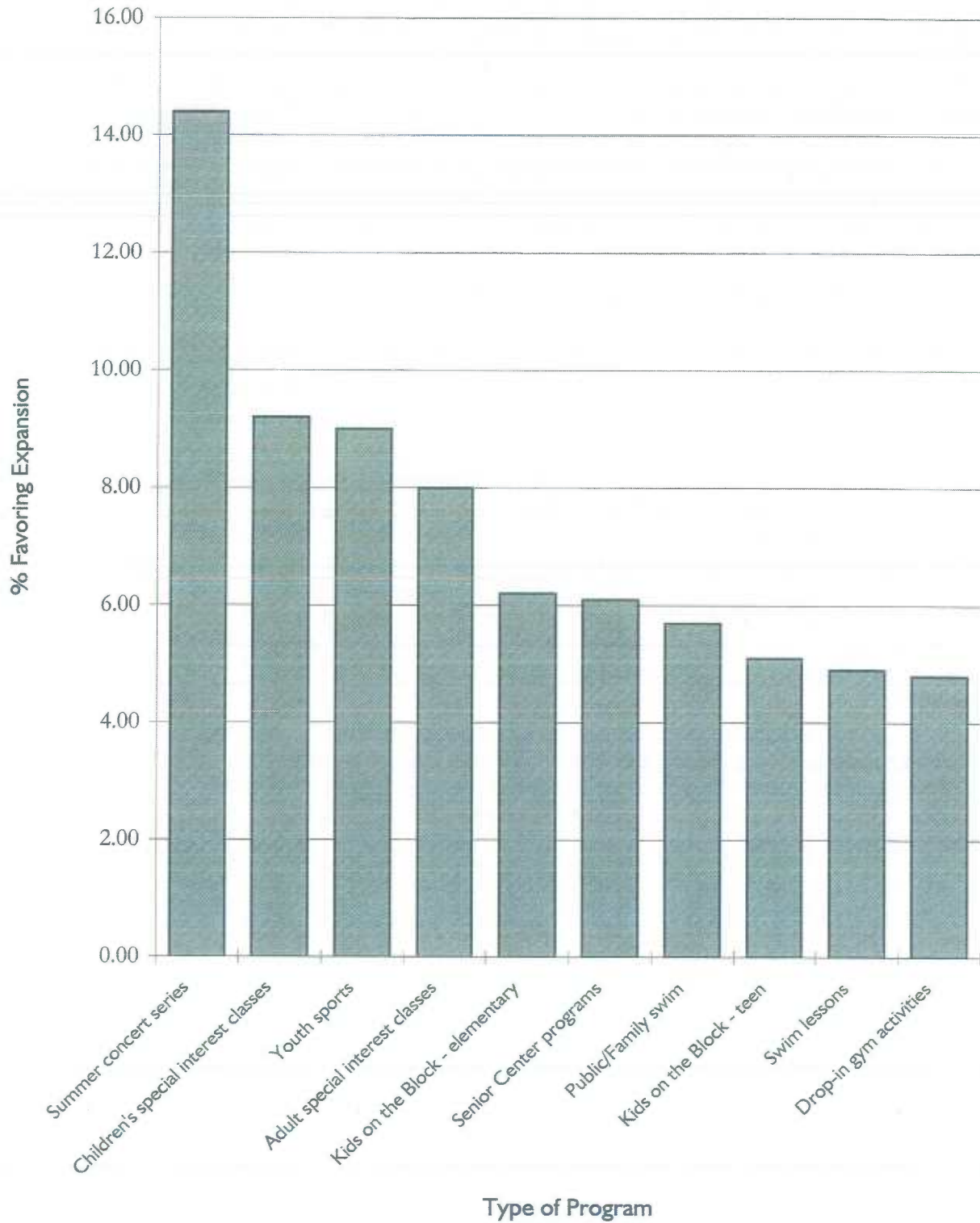
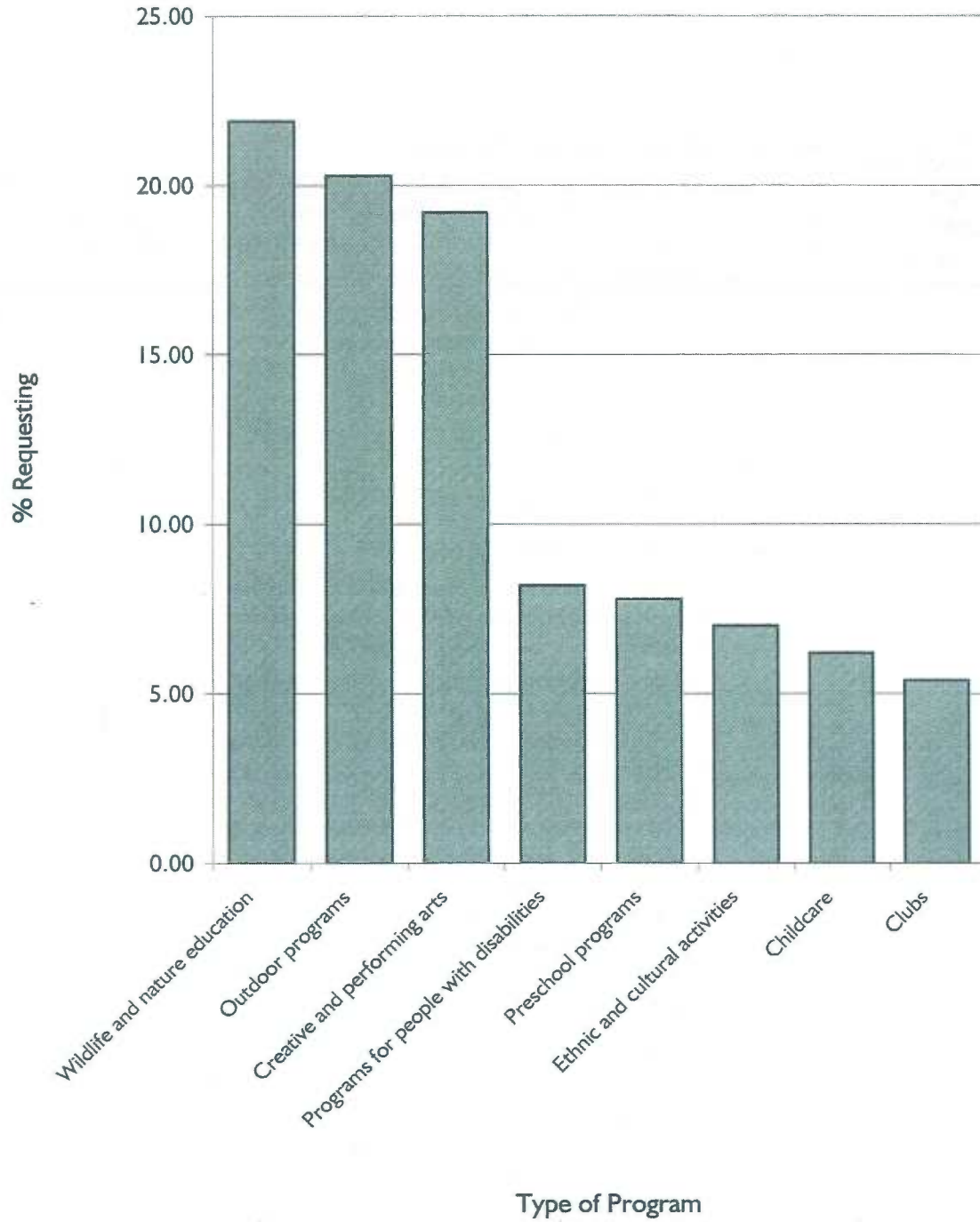


Table 6

NEW RECREATION PROGRAMS REQUESTED



MANAGEMENT AND OPERATIONS

CITY OF MCMINNVILLE

McMinnville has a Council/City Manager form of government. The six member City Council is the policy making body of the city. They appoint a City Manager to perform the administrative duties of the City. The Mayor presides over the City Council meetings, and represents the city at meetings and special events.

The Director of Parks and Recreation oversees park acquisition, planning, and recreation services.

PARKS AND RECREATION DEPARTMENT

Table 7 illustrates the organization of the Parks and Recreation Department. Ten staff are currently employed as full-time employees. The City also has 90 part-time recreation staff. As a result of Measure 47/50, the park maintenance staff were moved from the Parks and Recreation Department to Public Works.

The Director of Parks and Recreation oversees park acquisition and planning as well as the work of five recreation service areas, these include:

- Aquatics;
- Senior Center;
- Kids on the Block;
- Youth/Adult Sports; and
- Community Center.

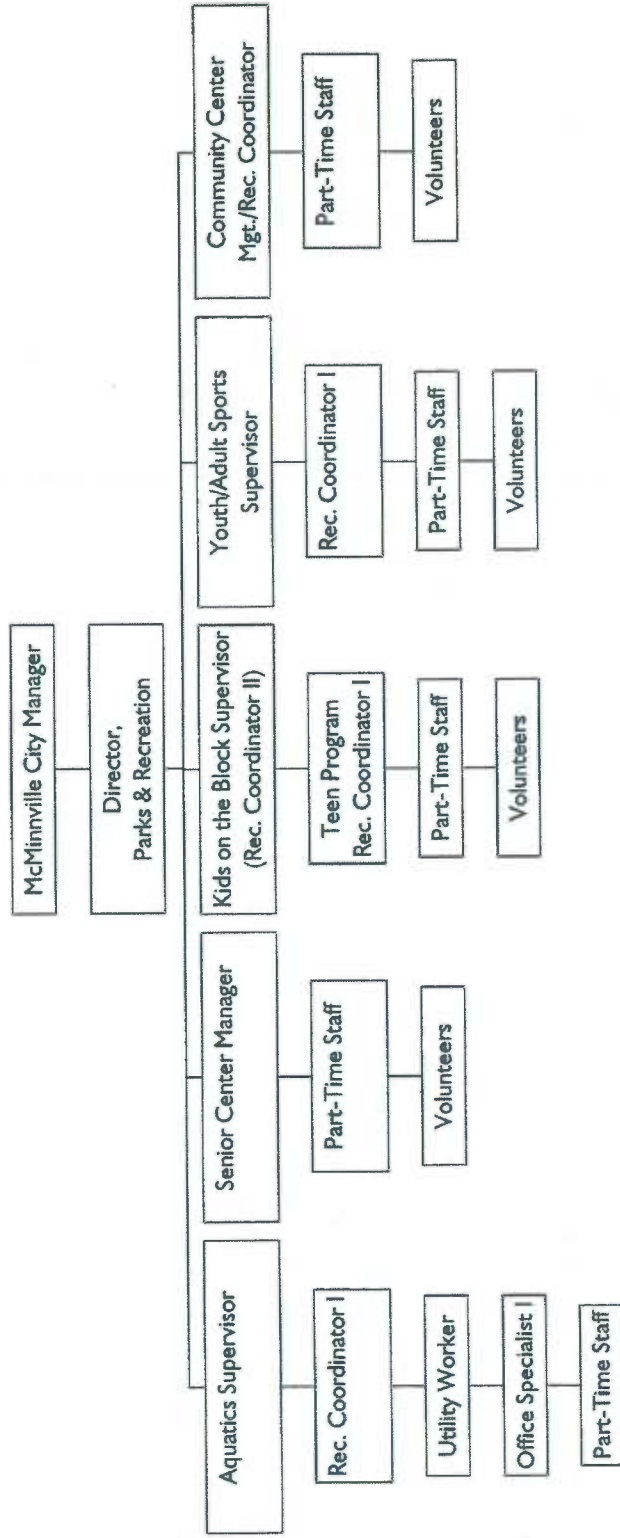
EVALUATION OF CURRENT OPERATIONS

Overall, the Parks and Recreation Department is doing an excellent job of meeting community needs. Some factors that limit the effectiveness of the Parks and Recreation Department include:

- *Volunteer Coordination:* McMinnville has an ample supply of community residents who are willing to volunteer their time to improve the community. Many have volunteered to construct the Recreation Station and to assist in recreation programs, such as youth sports and senior programs. Opportunities exist to expand community volunteerism through adopt-a-park programs, special maintenance tasks, etc. However, there is no one staff person in charge of developing a volunteer program.
- *Community Involvement:* Some community involvement has occurred in the past to involve residents in the planning and design of park facilities, such as the design of Recreation Station. However, there is often a large time lag between initial planning and construction. For example, the Wortman Park Master Plan, developed in 1993, has not yet been implemented. In some cases, community needs may change before construction occurs. An effort should be made to tie involvement more closely to development or to provide additional opportunities for involvement to reconfirm master plans prior to the development of construction documents. The Recreation Staff have also involved residents in evaluating recreation programs, but there is no formal, consistent procedure for program evaluation. These procedures should be formalized.
- *Landscape Enhancement:* There are a number of programs within the City that are related to parks and recreation, but have no assigned oversight. These include Tree City USA, the street tree program, and Arbor Day and other tree celebrations. Oversight has been shared among departments and is loosely

Increased coordination is needed to make best use of volunteers.

Table 7
MCMINNVILLE PARKS AND RECREATION DEPARTMENT ORGANIZATIONAL CHART



defined. Formal oversight should be established. Because of their expertise, Park and Recreation should have a major role in these functions.

- *Staffing Restrictions:* As previously mentioned, Kids on the Block staff functions are restricted by contract agreement.
- *Park Design Function:* At present, some minimal park improvements are designed by the Director and planning staff. The professional assistance of a landscape architect would greatly enhance staff capabilities. This position could be located either in the Planning Department or Parks and Recreation Department. The park designer could assist the Parks and Recreation Director in implementing the Master Plan, could advocate for the role of parks and recreation in community livability, and potentially could manage the volunteer program and community involvement. As an alternative, the park design function could be contracted out.
- *Location of Maintenance Department:* The relocation of park maintenance to public works may cause some communication lags. If this organizational structure is to succeed, it is imperative that maintenance standards be clearly defined. This will be accomplished as part of this Master Plan. In addition, maintenance management plans should be developed for each site, and costs should be tracked through a maintenance management system. Communication between departments should be enhanced.
- *Public Safety:* Police cadets perform some park patrols. To compliment and expand these efforts, it is recommended that citizen patrols be developed as part of McMinnville's community policing efforts. Citizen patrols have been used effectively in many communities, increasing resident's sense of park ownership and public safety.

MAINTENANCE STAFFING LEVELS

Maintenance staffing levels in the McMinnville Parks and Recreation Department have not increased to address the continued expansion and improvement of park lands and increased park use. Each full time employee (FTE) is currently responsible for 60% more park land acreage than in 1980. Because of this increase in workload, some McMinnville parks are beginning to show the effects of reduced maintenance. This is particularly true of the smaller mini-parks and playlots.

If McMinnville's existing park facilities were to be maintained to the level of cities of comparable size in Oregon, an additional 2 FTE's would be needed, for a total of 7 FTE's (Table 8). New staff should fill voids in maintenance skills and expertise to maintain and enhance the level of service provided.

Costs and additional employee demand are based on an evaluation of current facilities, budget allocations and a comparison of parks maintenance practices in cities of comparable size in Oregon. The methodology for determining current maintenance costs and staffing levels is included on Table 8.

Maintenance staffing has not increased to address park expansion and increased use.

Table 8
CURRENT MAINTENANCE STAFFING NEEDS

Facility	Current Acres	Cost per Acre ^A	Maintenance Costs	
Mini-Parks/Playlots	2.71	\$2,500	\$6,775	
Neighborhood Parks	0	\$2,800	\$0	
Community Parks	124.46	\$3,100	\$385,826	
Linear Parks	22.95	\$1,000	\$22,950	
Special Use Parks	11.5	\$1,000	\$11,500	
Greenways/Greenspaces/Natural Areas	112.04	\$1,000	\$112,040	FTE Staff or Outsource Equivalent
TOTAL NEED			\$539,091	7.03
Staffing, Materials, and Capital Outlay Budget	Fiscal Year 96-97		\$532,169	5.00
Additional Staff Needed				2.03

^A Estimated costs based on an average of maintenance costs of cities of comparable size in Oregon as applied to McMinnville facilities.

Overall Maintenance Costs Estimation

- 1) Average maintenance cost estimators per acre/mile for various facility types in Oregon cities of comparable size was determined;
- 2) Maintenance cost estimators were then multiplied by the amount of current park land for each facility type in the City of McMinnville;
- 3) Individual facility type estimates were summed to obtain a total maintenance cost for all park land facilities in McMinnville.

Current Maintenance Staffing Needs

- 1) The average cost per maintenance employee (\$46,000), including salary and benefits, was determined from the 1996-1997 City of McMinnville budget;
- 2) The ratio of cost for full time park personnel was estimated against that allocated for materials and capital outlays. This ratio is approximately 60:40;
- 3) Multiplying the current full-time staffing ratio (0.60) by the estimated current total maintenance cost (\$539,091) reveals the current gross staffing cost;
- 4) Dividing gross current staffing costs by the average cost per full-time maintenance employee reveals the current employee staffing need (7) based on current McMinnville facilities and budgetary allocations.

CURRENT FUNDING

The following is a summary of current funding for parks and recreation administration, operations, maintenance, and capital facilities based on a review of existing practices and conditions in the City of McMinnville.

FUNDING FOR PARKS AND RECREATION ADMINISTRATION

Operations and Maintenance Activities

The Park Betterment Fund provides for operation and maintenance of the City's Aquatics Center, Senior Center, Community Center, recreation programs, parks and facilities maintenance, and administration. The Park Betterment Fund is a special revenue fund that receives revenues from the City's permanent rate levy and from fees for department activities and services (fund transfers, user fees, grants, and donations).

For FY 97-98 the total budget increased by 2.26% over FY 96-97 levels, to a total of \$2,423,198; but revenues from property taxes were only 79.77% of the amounts budgeted for FY 96-97 (\$813,169 versus \$1,019,427) reflecting reductions required by the passage of ballot measures 47 and 50. To partially offset this revenue loss, user fees and charges for services were budgeted at \$797,775 for FY 97-98, up 29.5% from FY 96-97 levels. These fees and charges represent 32.9% of total fund revenues for FY 97-98, up from 25.9% for FY 96-97.

Currently, fees and charges include participant fees for recreation programs and services and rentals. By increasing fees and charges, McMinnville's recreation programs have increased their level of self-support to:

- Community Center 67% self-supporting;
- Senior Center 68% self supporting; and
- Aquatic Center 52% self-supporting.

These percentages do not include the salary of the Parks and Recreation Director.

Program affordability influences both program participation levels and revenue. The Department continually reviews the affordability of fees and charges. Since fee increases took place, several programs have experienced a drop in participation. Financial accessibility of services remains a significant challenge when combined with resident's desire to reduce tax dollar dependency.

Recreation services have become more self-supporting.

FUNDING FOR PARKS AND RECREATION CAPITAL IMPROVEMENTS

General Obligation Bonds (G.O. Bonds)

G.O. Bonds are debt instruments sold by the City to fund new capital facilities or make improvements to existing facilities. These bonds are repaid with property tax revenue generated by a special levy that is outside the property tax limits imposed by Ballot Measure 5 (1990) and Ballot Measure 50 (1997). Voters must approve G.O. Bond sales and, per Ballot Measure 50, this approval must occur in a general election in an even numbered year, or in another election in which at least 50% of registered voters participate.

Since 1979, the City has issued G.O. bonds to fund construction of parks and recreation facilities, including a community center and a swimming pool. Library improvements, a new fire station, and transportation improvement projects have also been funded with general obligation bonds.

The City maintains an "A" rating with Moody's Investors Service on general obligation bond issues. Under current state statutes, the City's general obligation bonded debt issuances are subject to a legal limitation based on three percent (3%) of total assessed valuation of real and personal property. At the close of FY 97-98, the City's net general obligation bonded debt totaled \$9,390,000, well below the legal debt limit of \$39,600,000.

The City's relatively small amount of outstanding general obligation debt and significant debt capacity make voter-approved general obligation bonds a viable source of funding for parks and recreation capital improvements.

System Development Charges

System Development Charges (SDC's) are fees paid by new development to cover a portion of the costs of capital facilities needed to serve new development. The City collects parks and recreation SDC's for all new residential development and places these revenues in the Subdivision Park Reserve Fund.

The current SDC rate of \$300 per residential dwelling unit, established in 1991, generated \$423,738 in revenues during the six-year period between July 1, 1991 and June 30, 1997. For FY 1997-98, an additional \$50,000 in fee revenues is budgeted. Revenues from parks and recreation SDC's have been used to fund capital improvements, including a skateboard park, play equipment, and irrigation and lighting projects.

Because parks and recreation SDC rates were very low, and not sufficient to meet the needs of growth, the City Council recently increased SDC rates for park development for an 18-month period beginning in July 1999. These revenues could complement a G.O. bond measure for park development that may be presented to voters at the November 2000 election.

Primary funding sources for park improvements are general obligation bonds and system development charges.

SUMMARY OF CURRENT FUNDING SOURCES

Capital Improvements

The City has a relatively small amount of outstanding general obligation debt and significant debt capacity that may be used to fund new voter-approved bonds for parks and recreation capital improvements. Existing park SDC rates are very low and are not sufficient to generate significant revenues to meet the needs of this growth. These rates should be revised based on the costs of the projects included in the Master Plan. A level of capital improvement support that can be maintained over time and has citizen support should be established. (Note: As part of the Master Plan development process, McMinnville's SDC methodology was revised in 1998 to improve the City's capability of funding park acquisition and development.)

Administration, Operations, and Maintenance

Increases in fees, charges and rents, and transfers from other funds may help offset a portion of property tax losses in the Park Betterment Fund, but new revenue sources will be needed. The Department is increasing its collaboration with both Public Works and Planning. Additional strategies for funding parks and recreation needs will be proposed in the Master Plan recommendations.



CHAPTER 4: COMMUNITY INVOLVEMENT

To encourage citizen involvement in the development of the Master Plan, residents were provided with opportunities to express ideas and obtain information. These opportunities included: a community survey, community workshops, and stakeholder interviews. Residents were asked questions about:

- The benefits they receive from parks and recreation opportunities;
- Facility, operation, and recreation services improvements they feel are needed;
- Future planning priorities;
- How to fund improvements; and
- Their vision for the City of McMinnville's future parks and recreation system.

Residents were encouraged to contribute their ideas to the Master Plan.

SUMMARY OF COMMUNITY INVOLVEMENT EFFORTS

The following is a summary of community involvement and outreach efforts:

- *Interviews with Community Leaders:* Eight interviews were conducted with community leaders in McMinnville, including representatives from the city government, youth organizations, and the local newspaper.
- *Community Workshop:* In April 1997, a workshop was held to present an overview of the master planning process for the parks and recreation system in McMinnville. Participants were given the opportunity to provide their input on creating a vision for the future of McMinnville parks, and to suggest needed improvements and potential funding strategies.
- *Recreation Needs Assessment Survey:* This survey was implemented to involve residents who may not otherwise participate in the Master Plan process and to validate key findings among a statistically representative sample of residents. A summary of the survey results follows in the next section.
- *Public Information Display:* Information on parks and recreation in McMinnville and the master plan were set up at the Community Center and at various community events during the master planning process.

Meeting the needs of youth is considered to be the most pressing community need.

- *News Register Articles:* Articles were published in The News Register to publicize public involvement and provide information on significant findings of the master planning process.
- *Other Public Involvement Opportunities:* A second Community Workshop, Advisory Committee Meetings, and presentations to the Planning Commission and City Council provided additional opportunities for community involvement.

FINDINGS

The following is a summary of the findings from the community involvement efforts. Findings are broken down into five categories of operation:

Management

- Residents feel that the greatest issue facing the McMinnville community is increasing urban growth and its impacts on livability;
- Meeting the needs of youth is considered the most pressing community need in the City of McMinnville;
- The main role of the Parks and Recreation Department should be to provide recreation programs and a variety of activities and facilities;
- Determining future needs, addressing funding issues, and balancing future growth with additional park lands are considered to be other key issues for the City of McMinnville; and
- Residents value the availability of parks for family activities, the enhanced community aesthetics provided by parks, and the role of parks and recreation in providing positive activities for youth.

Facility Improvements

The highest priority facility improvements include:

- Distribute facilities throughout McMinnville to meet the future demand of the growing population and the needs of new neighborhoods;
- Develop a community park on McMinnville's west side;
- Develop undeveloped park sites, such as Quarry Park, the Tice Property, and complete Dancer Park;
- Develop joint school/park facilities;
- Create a comprehensive trail system that connects parks, community destinations and neighborhoods, including trails along Cozine Creek;
- Expand recreation facilities, such as ball fields, basketball courts, an outdoor amphitheater, dog parks, and skateboard parks; and
- Acquire additional parks and open space.

Recreation Programs

- Residents generally feel that the Parks and Recreation Department is doing a good job with its current recreation program offerings. Some improvements could include:
 - Expanding services to youth;
 - Utilizing recreation programs to integrate the Hispanic population with the larger community;
 - Targeting services at low income residents;
 - Increasing non-sport oriented programs; and
 - Providing opportunities for volunteerism.

Distributing parks and facilities throughout McMinnville is highly important.

Maintenance

- Many residents feel that the Parks and Recreation Department is doing an adequate job in its overall maintenance, especially given the limited resources available.
- Maintenance practices should be reevaluated to develop a plan for future maintenance and identify opportunities to reduce costs.

Funding

- Currently the Parks and Recreation Department is funded by property taxes, user fees, donations, facility rentals, grants, concessions, intergovernmental revenues, and systems development charges.
- Additional suggestions included: formation of a park district; public/private partnerships; volunteerism; partnerships with public schools and Linfield College; increasing System Development Charges; a bond issue; increased fines for vandalism; tourism-based revenue; and ISTEPA.

RECREATION NEEDS ASSESSMENT SURVEY

The *Recreation Needs Assessment Survey* was mailed to all households in McMinnville. A total of 582 completed surveys were returned. The findings below represent a summary of the answers received in the survey. The survey instrument, the detailed survey results and the open ended survey responses can be found in the *Recreation Needs Assessment Survey Report*, MIG, Inc., 1997.

FINDINGS

Major findings of the *Recreation Needs Assessment Survey* follow. Survey findings regarding recreation programs are reported in Chapter 3.

Current Use of Parks, Recreation and Trail Facilities

- Over 64% of respondents said that they used the McMinnville Community Center either frequently or infrequently;
- Most of all the community parks were highly used. City Park was used by 65% of respondents, 57% used Wortman Park, and 45% used Dancer Park;
- Many respondents were unsure of the location of many of McMinnville's smaller or undeveloped parks. Over half were unsure of the location of Quarry Park. More than half of the respondents did not know the location of many of the City's greenspaces and mini-parks/playlots; and
- Trail-related activities enjoy the highest rate of participation, receiving 29% of the total responses. This relatively high level of interest corresponds to similar findings among Oregonians as a whole.

*McMinnville
Community
Center and
community parks
are highly used
by residents.*

Pedestrian and bike trails and natural areas are highly desired additions.

Facility Improvements

- Respondents indicated the top two priorities for additional facility improvements are:
 - Providing more pedestrian and bicycle trails (29%), and
 - Acquiring and protecting more natural areas and greenways (23%);
- Picnic facilities (28%) and children's play areas (27%) were cited as the current facilities needing the most improvements;
- Respondents indicated that the most desired new facility was an outdoor concert area (74%) and a botanical/community garden (72%);
- Thirty-nine percent (39%) of respondents felt that the City should maintain mini-parks as neighborhood open space;
- Thirty-six (36%) percent felt that Quarry Park should be developed as an outdoor amphitheater and 74% said they would favor a facility of this type somewhere in the city. However, respondents also indicated that local residents of Quarry Park may not favor an amphitheater at that site. Additional public discussion on this issue is necessary.

Potential Planning Policies

Many potential planning policies were highly rated by residents, including:

- Improving park and facility maintenance;
- Expanding the bike and pedestrian trail system;
- Developing hiking trails in natural areas;
- Acquiring more land to protect natural areas and stream corridors; and
- Acquiring and developing a multi-purpose community park on the west side of the city.

Funding

- The most desirable additional sources of funding would come via business partnerships/sponsorships (91%), and partnerships with McMinnville Public Schools and Linfield College for joint use of facilities (90%).
- Over 84% of respondents felt that they would be very willing or somewhat willing to pay an additional \$5.00 more per month on the average home;
- Over 65% were very willing or somewhat willing to pay an additional \$8.00 per month; and
- Over 65% said they were not willing to pay an additional \$12.00 per month.

BENEFITS OF PARKS AND RECREATION

McMinnville residents recognize that parks and recreation are essential to continued community livability. When asked what they value most about parks and recreation in McMinnville, respondents to the *Recreation Needs Assessment Survey* most often mentioned:

- Providing positive activities for youth (45%);
- Building a sense of community (18%); and
- Preserving the environment (16%).

Through other public involvement opportunities, residents also identified these values:

- Providing diverse experience for active, passive and unprogrammed recreation;
- Contributing to overall community livability;

- Building stronger families;
- Balancing the impacts of growth and increasing density;
- Protecting natural resources, such as floodplains, waterways, and wildlife habitat;
- Ensuring parks and recreation opportunities are distributed throughout McMinnville's neighborhoods;
- Providing affordable recreation opportunities;
- Using existing resources efficiently;
- Maximizing public access through an interconnected parks and recreation system;
- Providing public access to nature;
- Providing safe places for kids to play;
- Continuing partnerships with area schools to provide programs and facilities;
- Enjoying safe and well-maintained parks and recreation facilities;

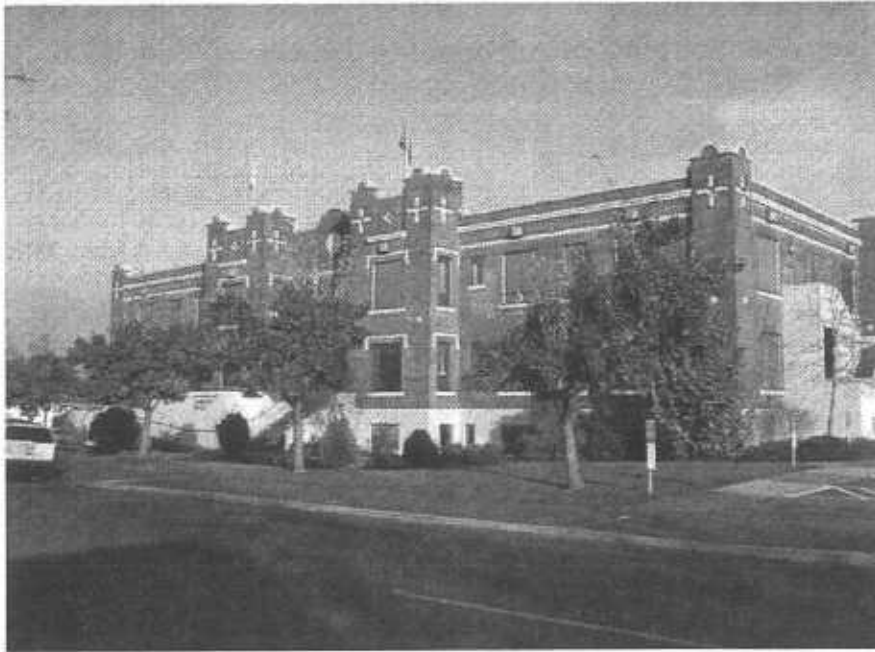
Residents confirmed the benefits that parks and recreation provides.

SUMMARY

Over 500 residents participated in the Master Plan development process. These residents provided valuable insight into the community needs, and confirmed the benefits that parks and recreation provide to the community. These benefits include providing positive activities for youth, building a sense of community, and preserving the natural environment for future enjoyment. Through their participation in the development of the Master Plan, community members helped shape a vision for the future of the parks and recreation system. The recommendations of this Master Plan will grow out of this vision.

Part II
The Plan





CHAPTER 5: A VISION

To address key issues facing the Parks and Recreation Department, a guiding vision was needed. The vision for McMinnville's future parks and recreation system emerged from the Master Plan community involvement process, and formed the basis for Master Plan recommendations in the areas of *facilities, recreation services, maintenance, and management.*

*Recommendations
are steps to achieve
the vision.*

VISION FOR A FUTURE PARKS AND RECREATION SYSTEM

Parks, recreation programs and facilities, and open space are essential elements in enhancing the quality of life in McMinnville. They foster healthy, active lifestyles, strengthen a sense of community, prevent crime, protect the environment, and contribute to a healthy economy. The Parks and Recreation Department will provide an interconnected parks and recreation system that:

- Provides diverse opportunities for active, passive, and unprogrammed recreation to all residents;
- Contributes to overall community livability and pride;
- Balances the impacts of growth and increasing density with sufficient facilities;
- Fosters stewardship of natural resources, such as floodplains and waterways;
- Provides equitable distribution of parks and recreation opportunities throughout the City;
- Reduces auto-dependency and enhances recreation opportunities by connecting recreation resources, community destinations, and neighborhoods with trails and greenways;
- Provides positive activities for youth;
- Promotes strong families;
- Helps residents achieve an active, healthy lifestyle;

- Builds and maintains partnerships with area schools and others to provide programs and facilities;
- Provides safe and well-maintained parks and recreation facilities;
- Provides for effective and economically sound management of public resources; and
- Informs residents about their recreation opportunities, and involves them in decision-making.



CHAPTER 6: RECOMMENDATIONS

This portion of the Master Plan presents recommendations for implementing the vision for a future parks, recreation and open space system. Recommendations address the following areas:

- Park Facilities;
- Recreation Programs;
- Maintenance; and
- Management.

For each of these areas the following information is provided:

- An issue statement;
- Primary benefits associated with providing the facility or service;
- A brief description of the proposed recommendations; and
- Suggested benchmarks by which to measure progress.

Detailed recommendations for park facilities, recreation programs, maintenance, and management are included as tables in each section of this chapter.

PARK FACILITIES

Park facilities include:

- Mini-parks/Playlots;
- Neighborhood Parks;
- Community Parks;
- Linear Parks;
- Special Use Parks;
- Greenspace/Greenways/Natural Areas;
- Trails and Connectors.

*Recreation
resources should
be equitably
distributed.*

Definitions for each facility type are provided in Table 1. General recommendations are provided for each type of facility. Specific recommendations for priority facility improvements are presented in Tables 9 through 13.

ISSUE STATEMENT

To maintain McMinnville's existing level of community livability and balance anticipated growth, existing parks should be renovated and new parks should be developed. These recreation resources should be equitably distributed throughout the community to provide access to all residents. City Park should be renovated to serve as the heart of Downtown and the cornerstone of McMinnville's park and recreation system.

BENEFITS

Parks, recreation facilities and open spaces provide many important benefits to a community. The benefits include:

- Enhancing community livability;
- Fostering a sense of community by providing space for community social events;
- Building community pride;
- Protecting natural resources and open space for future generations;
- Providing access to recreation opportunities for residents of all ages;
- Providing opportunities for environmental education;
- Providing trail connections which link park facilities, neighborhoods, work places, schools, and other community facilities.

Parks and open space enhance community livability.

RECOMMENDATIONS

- Redesign mini-parks/playlots with neighborhood involvement to reduce maintenance and meet current needs; involve neighbors in on-going mini-park stewardship;
- Renovate existing community parks to improve park condition, increase recreational opportunities, meet current safety requirements, and provide access for people with disabilities;
- Acquire and develop additional 103.5 acres of community parks to meet future population needs and ensure geographical accessibility to all residents;
- Improve access to basic recreation opportunities for all McMinnville residents by acquiring and developing at least an additional 76 acres of neighborhood parks in underserved neighborhoods (areas that do not have a neighborhood or community park within 1/2-mile of residences or must cross heavily traveled streets to reach a park);
- Encourage the development of linear parks in future neighborhoods;
- Develop special use parks to protect and highlight unique natural areas and to respond to the particular recreation needs of McMinnville residents;
- Protect natural areas and stream corridors by acquiring greenways along creeks and the Yamhill River;
- Provide public access to natural areas and trail-related recreation by developing trails through greenways and in natural areas.
- Pursue joint use agreements with the School District, Linfield College and other partners to share the cost of facility development and maintenance;

- Provide an interconnected pedestrian and bicycle system that links McMinnville's parks and open spaces and connects them to neighborhoods, work places, and schools.

BENCHMARKS

- Percent of residents who live within ½-mile radius of a neighborhood or community park;
- Number of mini-parks redesigned and renovated with neighborhood involvement;
- Number of total acres of park land per 1000 population;
- Number of miles of multi-purpose trail;
- Percent of residents who live within ½ mile of a multi-purpose trail;
- Number of multi-purpose trail users, including pedestrians, bicyclists, and wheelchair users.

*Partnerships
should be
pursued to
reduce costs.*

PARK FACILITY ACTION PLAN

The findings of the *Parks System Resource Inventory & Analysis* combined with the results of the community involvement process indicate that new neighborhood and community parks, additional open space and trails, and new recreation facilities will be necessary to meet McMinnville residents' needs as the population grows.

To evaluate areas of greatest need, the city was divided into planning quadrants: Northeast (NE), Northwest (NW), Southeast (SE) and Southwest (SW). Planning area boundaries are illustrated on Map 1.

Underserved neighborhoods have been identified in each of these districts. An underserved neighborhood is defined as:

- A neighborhood in which residents are not within 1/2 mile of either a neighborhood or a community park; or
- A neighborhood where a major street separates residents from park facilities.

Twenty underserved neighborhoods throughout the four planning quadrants are identified. These areas are shown on Map 1. Through a series of meetings with the Master Plan Advisory Committee, community members, Parks and Recreation Department staff, and staff from other City departments, facility improvements were recommended to address all underserved neighborhoods.

In addition to developing new facilities, recommendations also include:

- Renovating existing facilities; and
- Pursuing joint use opportunities.

Once suggested improvements were identified for all planning areas, priorities were established for suggested improvements. Using these priorities, a Recreation Facility Action Plan was developed for each planning area to address community needs to the year 2017 (Tables 9 through 13). The Action Plan includes a list of recommended improvements for the following:

- Mini-parks/Playlots;
- Neighborhood Parks;
- Community Parks;
- Linear Parks;
- Special Use Parks;
- Greenspace/Greenways/Natural Areas;
- Trails and Connectors;
- Recreation Centers and Facilities;
- Joint Use Opportunities.

The priority level (1 through 3, with 1 being the highest priority) of each recommended improvement is identified. City-wide improvements, such as an ADA transition plan and renovating children's play areas, are listed as General Improvements, and are identified in Table 13.

Actions, priorities and timing may change based on evolving community needs, funding and program demand.

*Underserved
neighborhoods
were identified.*

Table 9

RECREATION FACILITY ACTION PLAN - NORTHEAST

Underserved Areas	Action	Priority		
		1	2	3
	Mini-Parks/Playlots			
	Redesign North Evans park			x
	Redesign Bennet Addition			x
8	Develop a mini-park jointly with school district	x		
	Encourage the development of urban plazas in Downtown (Task Force 2000)		x	
	Neighborhood Parks			
6	Acquire neighborhood park site adjacent to proposed school site	x		
7	Acquire neighborhood park		x	
10	Acquire neighborhood park w/connections to Yamhill Greenway			x
11	Acquire neighborhood park with connections to Yamhill River			
	Community Parks			
	Renovate Wortman Park	x		
	Greenspace/Greenways			
	Acquire Yamhill River greenways			x
6	Develop a greenway connector between new neighborhood park/proposed school and Tice property			x
	Trails and Connectors			
9, 11	Develop Yamhill River Greenway trail			x
10	Develop trail connections to Dancer Park/Yamhill River		x	
	Recreation Centers			
	Provide additional parking at Senior Center	x		
	Joint Use Opportunities			
8	Pursue joint use agreements with Cook School, Adams School, Patton Middle School and McMinnville High School	x		
6	Pursue joint use agreement with School District for undeveloped land	x		

Table 10

RECREATION FACILITY ACTION PLAN - NORTHWEST

Underserved Areas	Action	Priority		
		1	2	3
	Mini-Parks/Playlots			
4	Redesign Greenbriar park with neighborhood involvement		x	
	Neighborhood Parks			
2	Acquire a neighborhood park	x		
4	Acquire a neighborhood park	x		
5	Jointly develop Memorial School as a neighborhood park	x		
	Develop joint use agreements with Newby/Duniway Schools	x		
	Community Parks			
1	Acquire a Westside Community Park	x		
	Renovate City Park	x		
	Special Use Parks			
3	Acquire a special use park adjacent to the BPA Easement/ acquire Elks Park	x		
	Update the Master Plan for Quarry Park with community involvement	x		
	Greenspace/Greenways			
3	Acquire a greenway along Baker Creek connecting Tice/BPA Easement	x		
	Develop a trail in the Cozine Creek Greenway			x
	Develop trails and interpretive signage at the Tice Property	x		
	Trails and Connectors			
4	Develop the Westside Trail (BPA Easement)	x		
	Develop a trail in the Baker Creek greenway	x		
	Recreation Centers			
	Renovate Aquatic Center		x	
	Joint Use Opportunities			
5	Pursue joint use agreement with Memorial Elementary	x		
2	Pursue joint use agreement with School District for undeveloped land	x		

Table 11
RECREATION FACILITY ACTION PLAN - SOUTHEAST

Underserved Area		Action	Priority		
			1	2	3
		Mini-Parks			
		Redesign Village Mill park			x
		Redesign Bend-O-River park	x		
		Redesign Kingwood park			x
		Neighborhood Parks			
17		Acquire neighborhood park site	x		
18		Acquire neighborhood park site	x		
		Community Parks			
		Renovate facilities at Kiwanis Park			x
		Acquire land to the west of Kiwanis Park	x		
		Improve access and parking at Dancer Park	x		
		Develop Marsh Lane Extension at Dancer Park	x		
		Complete Dancer Park	x		
		Greenspace/Greenways			
		Acquire Yamhill River greenway		x	
		Improve trails and provide interpretive signage at Airport Park		x	
		Trails and Connectors			
18		Develop a pedestrian bridge from Bend-O-River Neighborhood to Dancer Park	x		
		Develop Yamhill River Greenway trail			x
18		Develop a trail from Dancer Park to Cozine Creek		x	
		Joint Use Opportunities			
17		Develop joint use agreement with Linfield College (could eliminate the need for a separate neighborhood park site)	x		

Table 12

RECREATION FACILITY ACTION PLAN - SOUTHWEST

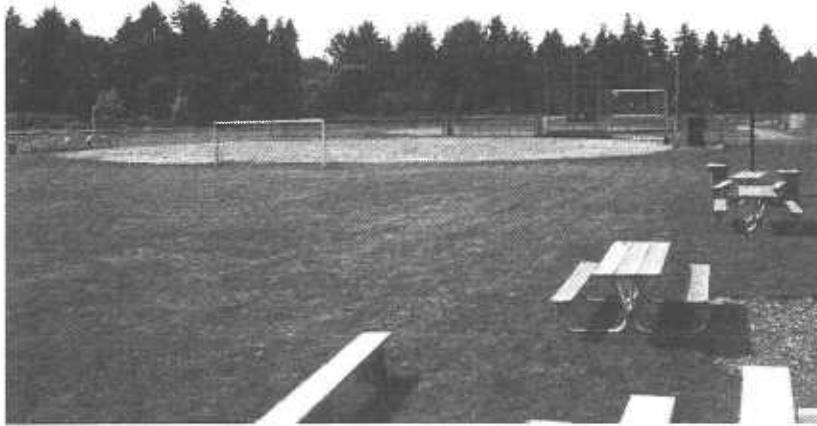
Underserved Area	Action	Priority		
		1	2	3
	Mini-Parks			
	Redevelop Taylor Park			x
	Community Parks			
15	Acquire a community park	x		
	Neighborhood Parks			
12	Acquire a neighborhood park			x
	Linear Parks			
12	Acquire a linear park	x		
13	Establish a linear park along creek	x		
	Greenspace/Greenways			
	Acquire additional property in the Cozine greenway	x		
	Develop trails in the Barber Property		x	
	Trails and Connectors			
	Develop trails in the Cozine Greenway	x		
	Redevelop Ash Meadows portion of Westvale Park	x		
	Extend Westvale Linear Park to Hill Rd			x
	Joint Use Opportunities			
16	Develop joint use agreement with Linfield College	x		

Table 13

RECREATION FACILITY ACTION PLAN - GENERAL

Action	Priority		
	1	2	3
Develop a community or botanical garden site		x	
Add baseball/softball fields to meet "anticipated need" and/or adequately serve local demand		x	
Add outdoor basketball courts to meet "anticipated need" and/or adequately serve local demand		x	
Develop 2 dog park facilities		x	
Develop a fishing area			x
Develop a new group of picnic areas to meet "anticipated need" and/or serve local demand		x	
Develop a number of outdoor volleyball courts to meet "anticipated need" and/or serve local demand			x
Develop an outdoor performance area	x		
Develop a skateboard and rollerblade facility	x		
Add soccer fields to meet "anticipated need" and/or adequately serve local demand for age groups facilities		x	
Renovate current site furnishings			x
Renovate and standardize signage		x	
Add 13 additional playground areas		x	
Renovate existing children's playground areas	x		
Add tennis courts as needed to provide close-to-home neighborhood access		x	

"Anticipated need": State and national standards which reflect generally recognized "adequate practice" levels of service on a per thousand population basis (see Table 3). Local decision makers may consider these as benchmarks against which to measure or compare McMinnville's capacity to serve it's citizens. Ultimately, however, local decisions should be customized to reflect McMinnville's community trends and influences, citizen input, and available resources.



MASTER PLAN MAP

Map 2 illustrates McMinnville's existing parks and open space, and Master Plan recommendations for facility improvements. The map includes much of the same information shown on Map 1 but also includes proposed parks:

- *Mini-parks/Playlots:* Proposed mini-parks or playlots are shown in dark green; no new mini-parks or playlots are proposed.
- *Neighborhood Parks:* There are no existing neighborhood parks. Proposed parks are shown with a green striped circle, and labeled N. Exact sites for these parks have not yet been determined.
- *Community Parks:* Existing community parks are shown in dark green and labeled C. Proposed parks are shown with a green striped circle and are labeled C. As in the case of neighborhood parks, exact sites for proposed community parks have not yet been determined.
- *Linear Parks:* Existing developed parks are shown as a dark green circle and labeled L; existing undeveloped parks are shown as a light green circle and labeled L; proposed parks are shown with a green striped circle and are labeled L. Exact sites for these proposed parks have not yet been determined.
- *Special Use Parks:* Special Use Parks are shown in yellow. Proposed special use parks are shown as a yellow striped circle, and are labeled S. Exact sites for these parks have not yet been determined.
- *Greenspace/Greenways/Natural Areas:* Existing greenspace, greenways, or natural areas are indicated in light green; proposed areas will follow creeks and waterways and are shown as multi-purpose trails with a green dashed line.
- *Trails and Connectors:* Existing City bikeways are shown as a solid blue line; proposed bikeways are shown as a thin red line broken by circles; multi-purpose trails proposed by the master plan are shown as a dashed green line.
- *Other Facilities:* Community/Recreation centers, schools, other city property; waterways, and floodplains are also shown on the map. The City boundary and study areas are also displayed.

RECREATION PROGRAMS

ISSUE STATEMENT

The Parks and Recreation Department is the primary provider of recreation programs in McMinnville. Additional programs are needed to accommodate future community growth and meet the needs and interests of residents. Programs for youth are residents' highest priority. Recreation programs must remain affordable to all residents. The City must be able to demonstrate the value provided to residents by their investment in recreation programs.

BENEFITS

Recreation programs provide accessible, diverse activities – both programmed and unprogrammed – for people of all ages and abilities. Benefits accrue to both the individual and the entire community:

- Provides positive activities for youth;
- Builds a sense of community;
- Enhances appreciation for the environment;
- Contributes to strong families; and
- Encourages tolerance and respect for people with different abilities and backgrounds.

RECOMMENDATIONS

- Develop programs for preschool children;
- Expand youth programming;
- Develop wildlife and nature education programs, outdoor programs, and programs in the creative and performing arts;
- Improve outreach to seniors, disabled residents and ethnic minority populations;
- Expand special interest classes for youth and adults;
- Provide programs for families; and
- Evaluate programs and service delivery on an ongoing basis to ensure that they are achieving planned outcomes.

BENCHMARKS

- Number of preschool children served;
- Number of youth served;
- Number of programs that achieve planned outcomes when measure with an appropriate program evaluation instrument;
- Percent increase in participation by seniors, disabled residents and members of ethnic minorities.

Table 14

RECREATION SERVICES ACTION PLAN

User Group	Action	Priority		
		1	2	3
Preschool Children	Develop specific preschool programs	x		
Elementary School Age	Develop additional special interest classes	x		
	Expand KOB Elementary Summer Program	x		
	Expand non-sports programming	x		
	Develop programs for non-school days	x		
	Expand KOB staff at Memorial School	x		
	Expand youth sports program	x		
Middle School Age	Expand middle school programs with teen involvement	x		
	Expand drop-in gym activities	x		
Teens	Develop an intramural sports program		x	
Adults	Develop additional special interest classes		x	
	Increase program variety		x	
Aquatics	Increase program variety	x		
	Increase hours for lap swims	x		
Seniors	Improve outreach	x		
	Develop neighborhood-based programs		x	
All ages	Develop wildlife and nature education programs		x	
	Develop programs in the creative and performing arts			x
	Develop outdoor programs		x	
Families	Expand summer concert series	x		
	Develop additional family programs	x		
	Increase hours for family swim	x		
Disabled residents	Improve outreach	x		
Ethnic minority populations	Improve outreach	x		
General	Continue to expand partnerships/sponsorships	x		
	Increase building utilization	x		
	Ensure that future staff reflect community diversity	x		
	Provide staff training to expand skills	x		
	Increase the number of recreation programs provided	x		
	Adopt the NRPA Inclusion Statement	x		
	Develop enterprise programs, especially tourism related		x	
	Update marketing materials, such as the program guide		x	

MAINTENANCE

ISSUE STATEMENT

As the parks, recreation and open space system expands, maintenance responsibilities increase. Already parks are beginning to show the effect of inadequate maintenance budgets. As new park facilities are developed, funding for maintenance must also be increased.

BENEFITS

- Protects the community's investment in parks and recreation facilities;
- Contributes to community pride;
- Provides opportunities for volunteerism and stewardship of community resources.

RECOMMENDATIONS

- Incorporate maintenance standards recommended by the National Recreation and Park Association to guide the provision of maintenance services for all park types;
- Establish a maintenance management plan for each park and recreation facility;
- Inform the public about maintenance goals for each park and facility type so that community members will have appropriate expectations regarding facility maintenance;
- Recruit and hire personnel with knowledge of park management philosophies and practices and experience in park maintenance for future Public Works Superintendent or department leadership openings;
- Involve volunteers in park development and maintenance;
- Evaluate staffing levels and cost/benefits of contract labor; and
- Hire additional utility workers.

BENCHMARKS

- Number of maintenance management plans developed;
- Number of hours of volunteer participation in park maintenance activities;
- Number of maintenance staff/park land acre.

Table 15

MAINTENANCE ACTION PLAN

Action	Priority		
	1	2	3
Establish maintenance standards for all park and recreation facilities	x		
Develop maintenance management plans for each facility	x		
Reevaluate the cost/benefits of contracting vs. use of in-house staff	x		
Develop a computerized maintenance management system		x	
Improve maintenance of Aquatic Center	x		
Involve neighborhood residents in park maintenance, especially mini-parks	x		
Identify and prioritize volunteer projects	x		
Hire 2 additional utility workers to meet current needs	x		
Hire additional utility workers to maintain additional facilities acquired by 2017			x

MANAGEMENT

ISSUE STATEMENT

The Parks and Recreation Department will be faced with managing more park land and additional recreation programs as the population of McMinnville increases. To effectively manage these community resources, more tools should be developed to guide the design and management of park facilities; public information, community involvement, and public safety efforts should be expanded; joint use agreements should be developed; and on-going staff training program should be implemented.

BENEFITS

- Contributes to efficient use of resources (staff, land, and dollars);
- Builds support for park facilities and recreation programs;
- Increases community ownership and participation in the Department;
- Enhances public safety.

RECOMMENDATIONS

- Develop new standards, guidelines and policies for facility development and management;
- Develop community involvement policies to encourage and manage volunteerism;
- Establish guidelines for developing joint use agreements and partnerships;
- Develop staff training programs to increase staff effectiveness; and
- Improve dissemination of information about park facilities and recreation programs.

BENCHMARKS

- Number of facility users annually;
- Number of parks that meet Americans with Disabilities Act Guidelines (ADAAG);
- Number of volunteers annually; and
- Hours of staff training and cross-training annually.

Table 16
MANAGEMENT ACTION PLAN

Action	Priority		
	1	2	3
Facility Design and Management			
Establish design standards for restrooms	x		
Establish design standards for portable restroom pads and enclosures	x		
Establish design standards for trail construction	x		
Establish lighting design standards for each park type	x		
Establish planting design guidelines	x		
Establish design guidelines for play areas	x		
Establish design guidelines for play area safety surfacing	x		
Establish design guidelines for parking	x		
Develop tree management policies	x		
Develop dog management policies	x		
Develop construction inspection procedures	x		
Define the role of the Parks and Recreation Department in planning and design of the urban landscape	x		
Hire a landscape architect or contract services		x	
Develop ADA transition plan	x		
Develop neighborhood patrols		x	
Implement a safety inspection & record keeping program	x		
Public Information			
Develop a web page		x	
Develop a park system brochure	x		
Expand information dissemination	x		
Community Involvement			
Hire a volunteer coordinator		x	
Develop community involvement policies	x		
Develop an adopt-a-park program	x		
Joint Use Agreements			
Establish guidelines for developing joint use agreements	x		
Expand joint use agreements	x		
Staffing/Staff Development			
Supplement the City personnel manual with Department information	x		
Develop a staff development plan	x		



CHAPTER 7: TEN-YEAR FUNDING PLAN

To successfully implement the Master Plan recommendations, and expand parks and recreation facilities and services, an adequate budget is needed. This chapter identifies capital improvement and maintenance funds needed to realize McMinnville's vision for the future.

PARK FACILITY FUNDING PLAN

To accommodate future growth, a Park Facility Funding Plan has been developed that addresses acquisition, development, and renovation of the following:

- Mini-parks/Playlots;
- Neighborhood Parks;
- Community Parks;
- Linear Parks;
- Special Use Parks;
- Greenspace/Greenways/Natural Areas;
- Trails and Connectors.

An adequate budget is needed to implement the plan.

The funding plan addresses fiscal years 1999-2000 through 2008-2009.

The funding plan for priority land acquisition and facility improvements is provided in Tables 17. These tables correspond to the Recreation Facility Action Plan presented in Tables 9 through 13.

Table 17 includes:

- *Planning Area:* This column indicates the planning area where each facility improvement is located. Improvements have been listed in the following order: Northeast, Northwest, Southeast, and Southwest. Planning area boundaries are indicated on Map 1.

- *Facility:* This column lists Master Plan recommendations for facility improvements.
- *Total Estimated Cost:* This column represents the total estimated cost for acquisition, development and/or renovation of each facility.
 - \$50,000 per acre land acquisition cost;
 - \$80,000 per acre for park development or redevelopment cost
 - \$350,000 per mile for development of paved trail with landscaped corridor;
 - \$100,000 per mile for development of open space soft surface trail;
 - \$150,000 per playground renovation at neighborhood parks;
 - \$300,000 per playground renovation at community parks.
- *Proposed Ten-Year Funding Plan:* Proposed budgets to implement the priority improvements are shown in the next ten columns. Project costs not budgeted in the ten-year funding plan are shown on Table 21 for 2010-2019.

**Table 17
PARK FACILITY 10-YEAR FUNDING PLAN**

Planning Area	Facility	Total Estimated Cost	1999 - 2000	2000 - 2001	2001 - 2002	2002 - 2003	2003 - 2004	2004 - 2005	2005 - 2006	2006 - 2007	2007 - 2008	2008 - 2009
NEIGHBORHOOD PARKS												
NE 6	Acquire a neighborhood park adjacent to proposed school site	\$ 1,300,000						\$ 400,000	\$ 900,000			
NE 8	Develop a mini-park jointly with the school district	\$ 100,000			\$ 100,000							
NW 4	Acquire a neighborhood park	\$ 1,300,000				\$ 400,000	\$ 900,000					
SE 17	Acquire a neighborhood park	\$ 520,000			\$ 200,000							
SW 12	Acquire a neighborhood park	\$ 1,300,000							\$ 150,000	\$ 250,000		
COMMUNITY PARKS												
NW	Update the Master Plan for Quarry Park with community involvement / develop Quarry Park	\$ 920,000				\$ 920,000						
NW 3	Acquire "special use" community park adjacent to BPA Easement	\$ 3,900,000					\$ 560,000			\$ 500,000	\$ 500,000	
SE	Complete Dancer Park	\$ 5,050,000										
SW 15	Acquire and develop community park	\$ 2,600,000		\$ 540,000	\$ 900,000	\$ 1,560,000						
RENOVATIONS												
NW	Renovate City Park	\$ 1,040,000			\$ 250,000							
SE	Renovate Greenway Park	\$ 372,000					\$ 372,000					
NE	Renovate Workman Park	\$ 1,700,000				\$ 250,000						
SPECIAL PROJECTS												
SE	Develop Marsh Lane Extension into Dancer Park	\$ 1,750,000					\$ 1,050,000	\$ 700,000				
	Develop a ballcourt and multi-use facility	\$ 120,000					\$ 120,000					
	Professional Services	\$ 61,000	\$ 31,500	\$ 500	\$ 500	\$ 20,500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
TRAILS/GREENWAYS/LINEAR PARKS												
NW	Develop trail, interpretive signage, support facilities at Tice property	\$ 240,000	\$ 20,000									
NW 3 & 6	Acquire Greenway along Baker creek and develop trail connecting Tice property/BPA easement	\$ 1,575,636								\$ 192,000	\$ 192,000	\$ 192,000
NW 4	Develop a west side trail (BPA Easement)	\$ 350,000				\$ 350,000						
NW, SW, SE	Develop Cozine Creek/Tamhill River Greenway Trail	\$ 7,418,227	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 33,500	\$ 33,500	\$ 20,000	\$ 20,000	\$ 336,500
SE	Improve trails and provide interpretive signage at Airport Park	\$ 975,000									\$ 230,000	
SW	Re-develop Park Meadows portion of Whitehawk Trail	\$ 175,000	\$ 30,000									
SW 12, SW 13	Acquire a linear park	\$ 940,364									\$ 20,000	
FACILITY TOTALS		\$ 31,309,227	\$ 81,500	\$ 580,500	\$ 1,070,500	\$ 2,350,500	\$ 3,240,500	\$ 2,013,500	\$ 1,184,000	\$ 942,500	\$ 964,500	\$ 529,000



MAINTENANCE FUNDING PLAN

The Funding Plan for maintenance services is illustrated in Table 18. Maintenance staff and material costs were calculated for the following areas:

- Mini-Parks/Playlots;
- Neighborhood Parks;
- Community Parks;
- Linear Parks;
- Special Use Parks;
- Greenways/Greenspaces/Natural Areas.

Total staffing costs were calculated using an average of \$46,000 per maintenance staff (including benefits and payroll taxes), based upon the 1996-97 City of McMinnville budget.

The following costs per acre were used to develop estimated maintenance costs per year:

- \$1000 per acre for greenways/greenspaces/open space and undeveloped park sites;
- \$2800 per acre for neighborhood parks;
- \$3100 per acre for community parks;
- \$1000 per acre for linear parks;
- \$3100 per acre for special use parks.

Table 18
PARK MAINTENANCE FUNDING PLAN

Facility	Current Acres	*Cost per Acre	Estimated Maintenance Costs												
			Current Cost	1999 - 2000	2000 - 2001	2001 - 2002	2002 - 2003	2003 - 2004	2004 - 2005	2005 - 2006	2006 - 2007	2007 - 2008			
Mini-Parks / Playlots	2.71	\$2,500	\$6,775	\$6,775	\$8,075	\$8,075	\$8,075	\$8,075	\$8,075	\$8,075	\$8,075	\$8,075	\$8,075	\$8,075	\$8,075
Neighborhood Parks	0.00	\$2,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$266,000
Community Parks	124.46	\$3,100	\$385,826	\$385,826	\$416,826	\$416,826	\$416,826	\$478,826	\$478,826	\$478,826	\$478,826	\$478,826	\$478,826	\$478,826	\$540,826
Linear Parks	22.95	\$1,000	\$22,950	\$22,950	\$22,950	\$22,950	\$22,950	\$22,950	\$22,950	\$22,950	\$22,950	\$22,950	\$22,950	\$22,950	\$44,040
Special Use Parks	0.00	\$3,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$74,400
Greenways/Greenspaces/Natural Areas	123.54	\$1,000	\$123,540	\$143,540	\$170,040	\$186,540	\$197,040	\$184,810	\$184,810	\$184,810	\$184,810	\$184,810	\$184,810	\$184,810	\$228,400
Total Projected Maintenance Cost			\$539,091	\$559,091	\$617,891	\$634,391	\$706,891	\$722,661	\$722,661	\$722,661	\$749,161	\$749,161	\$749,161	\$749,161	\$1,161,741
Total Staffing (FTE) or Outsource Equivalent			7.03	7.29	8.06	8.27	9.22	9.43	9.43	9.43	9.77	9.77	9.77	9.77	15.15

* Maintenance costs per acre are based on maintenance costs reported by cities of comparable size in Oregon.

FINANCING SOURCES

Capital facilities included in the Master Plan total \$50.4M, of which growth-required needs constitute \$24.3M, and non-growth needs total \$26.1M. Achievement of this plan will require use of a variety of financing methods and multiple funding sources. Following are descriptions of some potential revenue sources and their expected contributions to achievement of the Master Plan. Appendix B outlines financing sources for the Capital Improvement Plan in detail.

System Development Charges

System Development Charges (SDC's) are fees paid by new development to cover a portion of the costs of capital facilities needed to serve new development. The City collects parks and recreation SDC's for all new residential development and places these revenues in the Subdivision Park Reserve Fund.

The current SDC rate of \$300 per residential dwelling unit, established in 1991, has generated approximately \$0.6M between July 1991 and June 1998. The City Council has adopted a schedule to increase the parks and recreation SDC rates to \$ 1,000 on July 1, 1999; \$1,500 on January 1, 2000; and \$ 2,000 on July 1, 2000. These increases are expected to generate a total of \$2.76M in SDC revenues between July 1, 1999 and June 30, 2005 (six year period). Total SDCs collected through June 30, 2017 will be approximately \$10.15M, sufficient to fund about 42% of the \$24.3M in growth-related needs, or 20% of the \$50.4M in improvements identified in the Master Plan. The remaining \$40.25M required for projects must come for other sources.

General Obligation Bonds (G.O. Bonds)

G.O. Bonds are debt instruments sold by the City to fund new capital facilities or make improvements to existing facilities. These bonds are repaid with property tax revenue generated by a special levy that is outside the property tax limits imposed by Measure #5 (1990) and Measure #50 (1997). Voters must approve G.O. Bond sales and, per Measure #50, this approval must occur in a general election in an even numbered year, or in another election in which at least 50% of registered voters participate.

Since 1979, the City has issued G.O. bonds to fund construction of parks and recreation facilities including a community center and a swimming pool. Library improvements, a new fire station, and transportation improvement projects have also been funded with general obligation bonds. The City maintains an "A" rating with Moody's Investors Service on general obligation bond issues.

Under current State statutes, the City's general obligation bonded debt issues are subject to a legal limitation based on three percent (3%) of total estimated real market value of real and personal property. At the close of FY 97-98, the City's net general obligation bonded debt (less amount available for repayment of bonds) totaled \$9.39M, well below the legal debt limit of \$39.6M. This means the City currently has roughly \$30M in debt capacity available.

The City's relatively small amount of outstanding general obligation debt and significant debt capacity make voter-approved general obligation bonds a good option as a potential source of funding a portion of the \$40.25M in parks and recreation capital improvements for which SDC funding is not available. The City Parks Department has estimated that approximately \$13M in improvements may be funded with G.O. bonds during the next twenty years. At this level, these revenues will fund approximately 23.8% of the \$50.4M projects identified in the Master Plan.

Multiple funding sources will be needed to achieve this plan.

Special Assessment/Local Improvement Districts

Residents may choose to form a local improvement district (LID) to pay for capital improvements or maintenance of facilities through special assessments on their property. This method requires the approval of at least 60% of the owners of land within the proposed district, and must represent at least 60% of the land abutting the proposed improvement. The use of LID's may be appropriate for new or upgraded mini-parks or neighborhood parks that serve specific service areas within the City, but cannot be expected to provide a significant level of funding.

General Fund Revenues

General fund revenues consist chiefly of property taxes derived from the permanent tax rate, and are subject to the \$10 combined limit on local government taxing agencies imposed by Measure #5 (1990), and the 3% annual increase in property valuation imposed by Measure #50 (1997). General fund revenues are severely limited and are an inconsistent and unlikely source for funding large-scale parks and recreation capital improvements and should be considered primary as a funding source for operations and maintenance.

Local Option Levies for Capital Improvements

A local option levy for capital improvements provides for a separate property tax levy outside the City's permanent rate limit, but subject to the \$10 combined rate limit imposed under Measure #5. This levy may be used to fund a capital project or group of projects over a specified period of time, up to 10 years. Revenues from these levies may be used to secure bonds for projects, or to complete one or more projects on a "pay as you go" basis. Local option levies require voter approval and are subject to the double majority requirement of Measure #50 and are not considered to be a good alternative to the use of G.O. bonds for large projects or groups of projects.

Federal/State/Other Grants

Federal, state, and other government agencies and foundations sometimes make funds available to serve specific purposes related to parks and recreation; such as land and water conservation, open space preservation, bicycle path construction, or blighted area improvements. Grants often have conditions and limitations, such as providing for project planning but not construction, and they may require a local match, either in dollars, in-kind services, or both. The availability of grants has decreased in recent years due to federal and state cutbacks in funding but may be available for specific project needs such as trails, bicycle paths, or open space. The Parks Department has identified this method as a potential source for approximately \$5M in identified parks needs.

Sponsorships/Partnerships/Donations

Public, private, and/or not-for-profit organizations may be willing to fund outright or join together with the City to provide additional parks and recreation facilities and/or services. This method has been identified by the Parks Department as a potential source for approximately \$5M in identified parks needs.

Local Option Levies for Operations

Local option levies for operations provide for a separate property tax levy outside the City's permanent rate limit, subject to the \$10 combined rate limit imposed under Measure #5. These levies may be useful to fund operations and maintenance activities over a specified period of time, up to 5 years. They require voter approval and are subject to the double majority requirement of Measure #50.

User Fees and Rents

User fees and rents are direct charges to individuals and groups who use specific programs, facilities and services. These fees and rents usually help pay only a portion of the operations and maintenance costs of providing programs and services, and are rarely used to fund capital projects. The City has recently increase parks and recreation fees to partially offset revenue losses resulting from the passage of Measure #50. User fees and rents should be periodically reviewed and adjusted to reflect economic and market conditions.

SUMMARY

Capital facilities included the Master Plan total \$50.4M, of which growth-required needs constitute \$24.3M, and non-growth needs total \$26.1M. Achievement of this Master Plan will require use of a variety of financing methods and multiple funding sources. Approximately 20% (\$10.15M) is expected to come for System Development Charges, which may only be used for growth-required needs. Voter-approved General Obligations Bonds, and grants and donations are expected to total about 19.8% (\$10M). The remaining 36.2% (\$18.25M) is expected to be funded from other sources. Tables 19 through 21 show possible funding sources for park capital facilities, including expected revenue from System Development Charges.

Table 19
CAPITAL IMPROVEMENT PLAN
PARK PROJECTS BY CATEGORY 1999-2019

PARK PROJECT	SDC FUNDS	G.O. BONDS	GENERAL FUND	GRANTS / DONATIONS	OTHER FUNDS	TOTAL ALL SOURCES
YEARS 1999-2019						
Neighborhood Parks	5,300,000	2,820,000	300,000	500,000	2,100,000	11,020,000
Community Parks	2,754,000	7,620,000	334,600	500,000	3,861,400	15,470,000
Trails/Greenways/Linear Parks	1,090,000	510,000	576,000	3,495,000	12,523,227	18,174,227
Special Projects	961,000	1,050,000	295,000	5,000	0	2,311,000
Renovations	0	1,000,000	762,400	500,000	848,600	3,111,000
20 YEAR TOTALS	10,105,000	13,000,000	2,268,000	5,000,000	19,333,227	50,086,227
YEARS 1999-2009						
Neighborhood Parks	1,400,000	1,700,000	300,000	250,000		3,650,000
Community Parks	1,640,000	3,040,000	0	250,000		4,930,000
Trails/Greenways/Linear Parks	1,090,000	210,000	576,000	1,495,000		3,371,000
Special Projects	856,000	1,050,000	20,000	5,000		1,931,000
Renovations	0	500,000	372,000	250,000		1,122,000
TOTALS 1999-2009	4,986,000	6,500,000	1,268,000	2,250,000		15,004,000
YEARS 2010-2019						
Neighborhood Parks	3,900,000	1,120,000	0	250,000		5,270,000
Community Parks	1,114,000	4,580,000	334,600	250,000		6,278,600
Trails/Greenways/Linear Parks	0	300,000	0	2,000,000		2,300,000
Special Projects	105,000	0	275,000	0		380,000
Renovations	0	500,000	390,400	250,000		1,140,400
TOTALS 2010-2019	5,119,000	6,500,000	1,000,000	2,750,000		15,369,000

Table 20
CAPITAL IMPROVEMENT PLAN
SDC EXPENDITURES 1999-2009

PARK PROJECTS	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	TOTALS
Neighborhood Parks											
NW 4				400,000							400,000
NE 6						400,000	100,000				500,000
SW 12							250,000	250,000			500,000
Community Parks											
SW 15		540,000	500,000								1,040,000
NW 3							500,000		100,000		600,000
Trails/Greenways/Linear Parks											
NW, SW, SE Cozine/Yam River		20,000	20,000	20,000			33,500		20,000	336,500	450,000
SW, Ash Meadows	30,000										30,000
SW 12, SW 13 Linear Parks									200,000		200,000
NW, Tice Park	20,000	20,000							230,000		40,000
SE, Airport Park											230,000
NW 4, BPA Easement				140,000							140,000
Special Projects											
SE, Marsh Lane Extension					500,000	200,000					700,000
Skateboard Park					120,000						120,000
Prof. Services (Site Plans, ADA, other)	31,500	500	500	500	500	500	500	500	500	500	36,000
Projected SDC Expenditures	\$ 81,500	\$ 580,500	\$ 520,500	\$ 560,500	\$ 670,500	\$ 600,500	\$ 384,000	\$ 750,500	\$ 550,500	\$ 337,000	\$ 4,986,000

Table 21
CAPITAL IMPROVEMENT PLAN
1999-2019

PARK PROJECTS 1999-2009	TOTAL EST. COST	GROWTH SHARE	GROWTH COST	SDC FUNDS	BOND FUNDS	GEN. FUNDS	OTHER FUNDS
Neighborhood Parks:							
NW 4	1,300,000	80%	1,040,000	400,000	900,000	0	
NE 8	1,300,000	100%	1,300,000	500,000	800,000	0	
NE 8	100,000	0%	0			100,000	
SW 12	1,300,000	100%	1,300,000	500,000	0	0	
SE 17	520,000	0%	0	0	0	200,000	
Community Parks:							
SW 11	2,600,000	40%	1,040,000	1,040,000	1,560,000	0	
NW 3	3,900,000	40%	1,560,000	600,000	0	0	340,000
NW Quarry Park	920,000	40%	368,000	0	920,000	0	
SE Dancer Park <i>NEW BALL FIELDS</i>	5,050,000	40%	2,020,000	0	560,000	0	2,575,400
Trails/Greenways/Linear Parks:							
NW, SW, SE Cozine/Yam. River	7,418,227	40%	2,967,290	450,000	0	0	6,968,227
SW Ash Meadows	175,000	40%	70,000	30,000	0	0	145,000
SW 12, SW 13 Linear Parks	942,364	40%	376,945	200,000	0	0	
NW Tice Park <i>RIPARIAN NATURAL RESERVE</i>	240,000	40%	96,000	40,000	0	0	
SE Airport Park	575,000	40%	230,000	230,000	0	0	345,000
NW4 BPA Easement <i>BPA'S III</i>	350,000	40%	140,000	140,000	210,000	0	
NW 3 Tice to BPA (Baker Cr.)	1,575,636	40%	630,255	0	0	576,000	999,636
Special Projects:							
SE Marsh Lane Extension	1,750,000	40%	700,000	700,000	1,050,000	0	
Prof. Services (Site Plans, ADA, other)	61,000	67%	40,870	36,000	0	20,000	
Renovations:							
NE Wortman Park	1,700,000	0%	0	0	250,000	0	
NW City Park	1,040,000	0%	0	0	250,000	0	
SE Kiwanis Park	372,000	0%	0	0	0	372,000	
FUND TOTALS 1999-2009	33,309,227		13,999,360	4,986,000	6,500,000	1,268,000	
PARK PROJECTS 2010-2019							
Neighborhood Parks:							
NW 2	1,300,000	100%	1,300,000	1,300,000	0	0	
NE 11	1,300,000	100%	1,300,000	1,300,000	0	0	
SW 12	800,000	100%	800,000	800,000	0	0	
SE 17	320,000	0%	0	0	320,000	0	
SE 18	1,300,000	50%	650,000	500,000	800,000	0	
Community Parks:							
NW 1	2,600,000	40%	1,040,000	0	1,000,000	0	1,600,000
NW 3	3,300,000	29%	960,000	960,000	2,000,000	0	340,000
SE Dancer Park	4,000,000	51%	2,020,000	154,000	1,580,000	334,600	1,931,400
Trails/Greenways/Linear Parks:							
SW 12, SW 13 Linear Park	742,364	24%	176,945	0	300,000	0	442,364
Special Projects:							
Outdoor Performance Area	250,000	40%	100,000	100,000	0	150,000	
Botanical/Community Garden Site	25,000	40%	10,000	0	0	25,000	
Fishing Area @ Kiwanis Park	50,000	40%	20,000	0	0	50,000	
Parking Expansion @ Sr. Center	50,000	40%	20,000	0	0	50,000	
Prof. Services	5,000	100%	5,000	5,000	0	0	
Renovations:							
NE Wortman Park	1,200,000	0%	0	0	250,000	0	950,000
NW City Park	790,000	0%	0	0	250,000	0	540,000
General Park Furnishings	100,000	0%	0	0	0	100,000	
Mini-Parks	190,400	0%	0	0	0	190,400	
Standardize Park Signage	100,000	0%	0	0	0	100,000	
FUND TOTALS 2010-2019	18,422,764		8,401,945	5,119,000	6,500,000	1,000,000	

CONF/MTS
 12/11/10
 COMUL

14

ADD:
 DICK PARK
 1/20/11 USE

2/11/11

ACQUIRED
 NEW ADMINISTRATION
 1/20/11

NEW 11/10
 1/20/11

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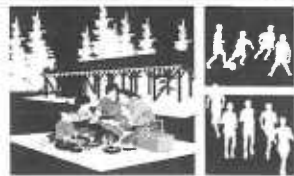
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McMINNVILLE



Appendix A
FACILITY INVENTORY

Table A-1
FACILITY INVENTORY: PARK SYSTEM RESOURCES

Facility	Total Facility Acreage	Softball Diamond	Baseball Diamond	Soccer Field	Football Field	Running Track	Baseball Court	Baseball Hoop	Tennis Court	Tennis Practice Wall	Open Turf Areas	Multi-Purpose Paved Area	Play Equipment	Paved Path/Trail (Miles)	Soft Surface Path/Trail (Miles)	Picnic Area	Group Picnic Area	Other
Mini-Park/Playlots																		
Bend-o-River	0.33																	
Bennett Addition	0.34																	
Greenbriar	0.23																	
Kingwood	0.58																	
North Evans	0.43																	
Taylor	0.30																	
Village Mill	0.50																	
Subtotal	2.71	0	0	0	0	0	0	0	0	0	4	0	3	0	0	2	0	
Neighborhood Parks																		
Subtotal	None	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Community Parks																		
City Park	13.00								4				2	0.50	0	1	0	covered picnic, creek
Dancer Park	85.38	2	5	8								1	0.25	1.30			skateboard ramp, 1.3mi. trail (starts in Kivwits Pk.)	
Kivwits Park	4.65	1											2	0			boat ramp	
Worlman Park	21.43												2	1			4	covered picnic, disk golf, creek, 0.3mi. paved trail
Subtotal	124.46	3	5	8	0	0	0	2	4		2	0	6	1.75	1.30	3	4	
Linear Parks																		
Wauville Park	13.77													1.50				
BPA Easement (undevel.)	9.18													1.50	0	0	0	
Subtotal	22.95	0	0	0	0	0	0	0	0	0	0	0	1	1.50	0	0	0	
Special Use Parks																		
Quarry Park	11.50																	
Subtotal	11.50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Recreation Centers																		
Community Center						1	1											
Aquatic Center																		
Senior Center																		
Subtotal	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	Track and Bball indoors, racquetball, locker rm., showers swimming pools (2), weight room
Total	161.62	3	5	8	0	1	1	4	4	1	6	0	10	3.25	1.3	5	4	

2.71
13.77
9.18
22.95
11.50
161.62

**Table A-2
FACILITY INVENTORY: GREENSPACE / GREENWAYS**

Facility	Total Facility Acreage	Miles of Trail			
		Total	Walking /Hiking	Biking	Equestrian
Cozine Creek Greenway					
Barber Property	17.0				
Brookview	0.72				
Carlson	1.45				
Crestwood	2.08				
Dayton River Access	0.70				
Elmwood	3.18				
Fir Ridge	0.70				
Heather Glen	3.03				
Meadowridge	0.69				
Tall Oaks	14.23				
Wildflower Area	1.67				
Subtotal	45.45	0	0	0	0
Greenspace					
Airport Park	21.0	1.5	1.5		
Tice Property	36.0				
Davis Street Fill	1.54				
Irvine Street	5.55				
Ashwood/Derby	0.29				
Angela Court	2.21				
Subtotal	66.59	1.5	1.5	0	0
Total	112.04	1.5	1.5	0	0

- 57.00
55.04

Table A-3
FACILITY INVENTORY: SCHOOL FACILITIES

Facility	Total Facility Acreage	Softball Diamond	Baseball Diamond	Soccer Field	Football Field	Running Track	Basketball Court	Basketball Hoop	Tennis Court	Tennis Practice Wall	Open Turf Areas	Multi-Purpose Paved Area	Play Equipment	Paved Recreation Path/Trail (Miles)	Soft Surface Recreation Path/Trail (Miles)	Picnic Area	Group Picnic Area	Other
Elementary Schools																		
Adams Elementary	3.20							1				1	1					court inside; Covered outdoor 8'ball hoop
Columbus Elementary	12.00			1			1	1			1	1	2					Basketball court inside; Covered outside hoop
Cook Elementary	4.20			1			1	1			1	1	1					Basketball court inside
Memorial Elementary	9.25			2			1	3			1	1	3					Basketball court inside; Outside hoop in poor condition
Newby Elementary	12.00			1			1	3			1	1	2					Basketball court inside
Wascher (in La Fayette)	10.00						1	1			1	1	1					
Subtotal	50.65	0	0	5	0	0	5	9	0	0	5	4	9	0	0	0	0	
Middle Schools																		
Paton Middle School	21.00		1	1	1		2	1	4		1							
Dunwoy Middle School	19.00		1	1	1		2	2			1	1						soccer/football same field
Subtotal	40.00	1	2	2	2	1	4	4	4	0	2	1	0	1	1	0	0	0
High Schools																		
McIntireville High School	21.80		1	3	1	1	2		4		0	0	0	0.50	0	0	0	
Subtotal	21.80	0	1	3	1	1	2	0	4	0	0	0	0	0.50	0	0	0	0
School District Facilities																		
Baker Field	6.00	2		1		1					1			0.25	0		4	Courts in poor condition, used by schools and public
Cowis Street Park	33.00													1				
Future School Site A	32.00													1.50				
Future School Site B	71.00	2	0	1	0	1	0	0	4	0	1	0	0	2.75	0	0	4	
Subtotal	142.00	2	0	1	0	1	0	0	4	0	1	0	0	2.75	0	0	4	4
Colleges/Universities																		
Unfield College	11.50		1	1	1	1	2	0	6		3	0	0	0	0	0	0	
Subtotal	11.50	1	1	1	1	1	2	0	6	0	3	0	0	0	0	0	0	0
Total	194.95	4	4	12	4	4	13	10	18	0	11	5	9	4.25	2	0	4	4

LEGEND

	Existing Developed
	Existing Underdeveloped
	Mini-park/Playlot
	Neighborhood Park
	Community Park
	Linear Park
	Greenspace/Greenway
	Special Use
	Community/Recreation Centers
	Schools
	Other City Property
	Existing Bikeway
	Proposed Bikeway
	Waterway
	Floodplain
	City Boundary
	Urban Growth Boundary
	Underserved Areas
	Non-Residential



PLANNING AREAS

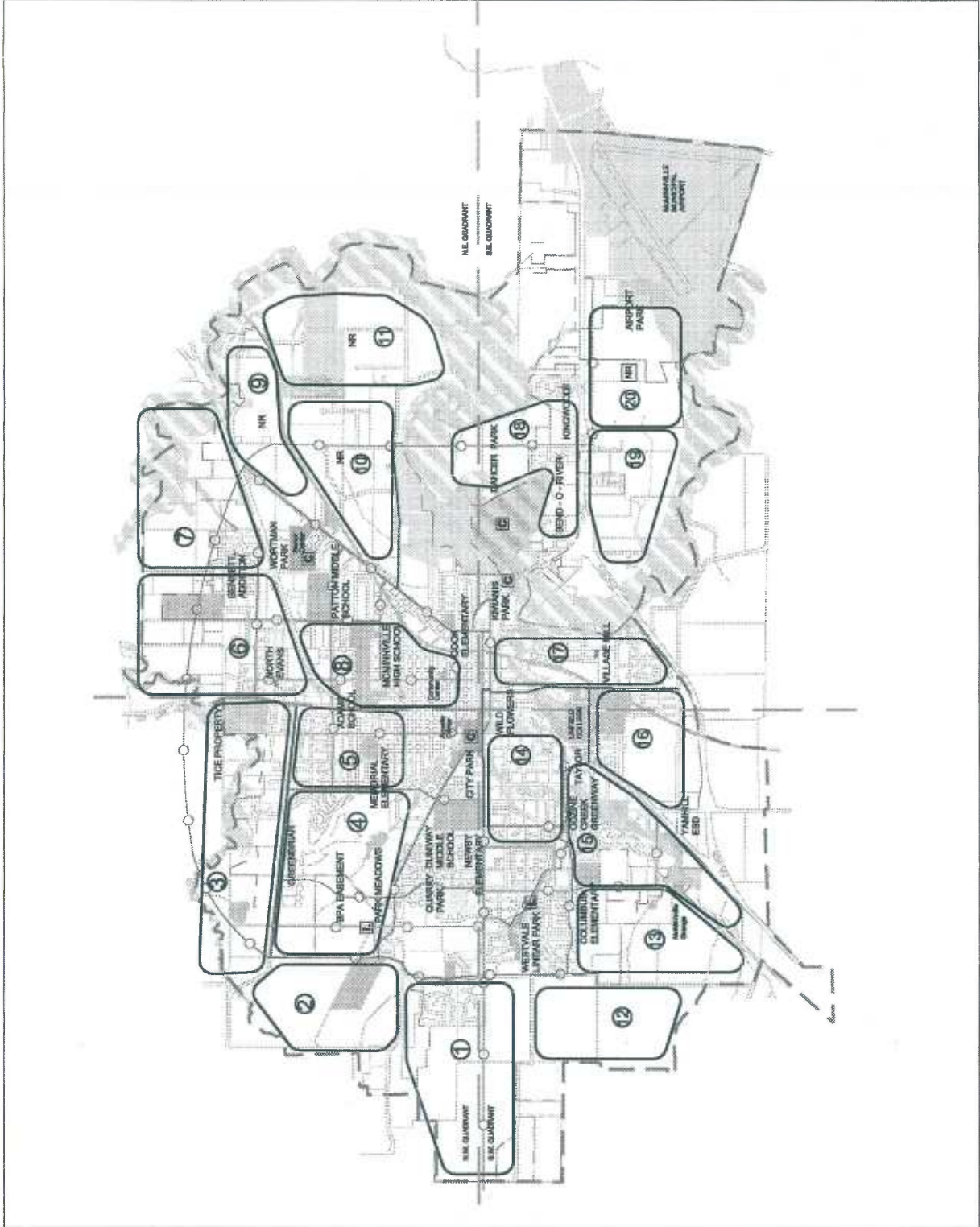
PARKS, RECREATION & OPEN SPACE MASTER PLAN



City of McMinnville
Parks and Recreation Department
600 North Evans
McMinnville, OR 97128

Prepared by:

MIC, Inc. 198 E. 700A Ave., Eugene, OR 97401 (541) 685-3185



LEGEND

	Existing	Proposed
Mini-park/Playlot		
Neighborhood Park		
Community Park		
Linear Park		
Greenspace/Greenway		
Special Use		
Community/Recreation Centers		
Schools		
Other City Property		
Existing Bikeway		
Proposed Bikeway		
Waterway		
Floodplain		
City Boundary		
Urban Growth Boundary		
Multi-Purpose Trail		



MASTER PLAN

PARKS, RECREATION & OPEN SPACE MASTER PLAN



City of McMinville
Parks and Recreation Department
600 North Street
McMinville, OR 97128

Prepared by:

MIG, Inc. 100 S. Park Ave., Eugene, OR 97401 (541) 685-3100

