Parks and Recreation Commission Agenda

Tuesday, November 7, 2023, 2:30 p.m.

437 Old Mammoth Road, Suite Z, Mammoth Lakes

Commission Members

Chair Dan O'Connell, Commissioner Ben Wisner, Commissioner Greg Newbry, Commissioner Scott Reif, Vice Chair Silver Chesak

NOTE: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (760) 965-3602. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 13.102-35.104 ADA Title II).

NOTE: Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public inspection in the Town Offices located at 437 Old Mammoth Road, Suite 230 during normal business hours. Such documents are also available on the Town of Mammoth Lakes website at www.townofmammothlakes.ca.gov subject to staff's ability to post the documents before the meeting.

NOTE: Public comments can be submitted to the Town Clerk at clerk@townofmammothlakes.ca.gov before and during the meeting, or they may be made via Zoom or in person. All comments will be limited to a speaking time of five minutes.

ZOOM INFORMATION

Join from a PC, Mac, iPad, iPhone or Android device:
Please click this URL to join. https://monocounty.zoom.us/s/98259712256
Or join by phone:
Dial(for higher quality, dial a number based on your current location):
US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592
Webinar ID: 982 5971 2256 - Callers: To Raise your hand Press *9, to Unmute/Mute Press *6
International numbers available: https://monocounty.zoom.us/u/aLxSJLPlr

1. CALL TO ORDER

2. PUBLIC COMMENTS

The Public Comment portion of the agenda provides the public with an opportunity to address the Commission on matters not otherwise listed on the agenda. Under California law the Commission is prohibited from generally discussing or taking action on items not included in the agenda; however, the Commission may briefly respond to comments or questions from members of the public. Therefore, the Commission will listen to all public comment, but will not generally discuss the matter or take action on it. Requests for service from the Town may also be made at the Town offices during regular business hours. Members of the public desiring to speak on a matter appearing on the agenda should ask the Chair for the opportunity to be heard when the item comes up for Commission consideration.

3. CONSENT AGENDA

3.1 Approve the minutes of the regular meeting of September 5, 2023.

4. PRESENTATIONS

4.1 Parks and Recreation Department 2022/23 Annual Program and Facility Presentation.

5. DISCUSSION ITEMS

5.1 Parks and Recreation Department Monthly Report

5.2 Update on the Town of Mammoth Lakes 5-year Capital Improvement Plan (CIP) and the Maintenance and Enhancement of the Town's Recreation Infrastructure

5.3 Joint Meeting Agenda for Workshop with Mammoth Lakes Recreation (MLR)

6. COMMISSIONER REPORTS

7. REQUEST FOR AGENDA ITEMS

8. ADJOURNMENT

The Parks and Recreation Commission will adjourn to a regular meeting to be held on December 5, 2023.

Town of Mammoth Lakes Parks and Recreation Commission

Minutes of Regular Meeting

September 5, 2023, 2:30 p.m.
437 Old Mammoth Road, Suite Z, Mammoth Lakes

Members Present: Chair Dan O'Connell, Commissioner Ben Wisner, Commissioner Greg Newbry, Commissioner Scott Reif

Members Absent: Vice Chair Silver Chesak

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1. CALL TO ORDER

The Chair called the meeting to order at 2:31 p.m. in the Council Chamber, 437 Old Mammoth Road, Suite Z, Mammoth Lakes

2. PUBLIC COMMENTS

Public Works Director Haislip Hayes gave an update regarding the Community Recreation Center (CRC). There was discussion among members of the Commission and staff.

3. CONSENT AGENDA

Moved by Commissioner Scott Reif
Seconded by Commissioner Greg Newbry

Approve the Consent Agenda.

For (4): Chair Dan O'Connell, Commissioner Ben Wisner, Commissioner Greg Newbry, and Commissioner Scott Reif

Absent (1): Vice Chair Silver Chesak

Carried (4 to 0)

3.1 Approve the minutes of the regular meeting of August 1, 2023.

4. DISCUSSION ITEMS

4.1 Parks and Recreation Department Monthly Report

Recreation Manager Kat Kelly outlined the information in the staff report. There was discussion among members of the Commission and staff.

4.2 2023/24 LA Kings Ice at Mammoth Lakes Operating Plan

Recreation Manager Kat Kelly outlined the information in the staff report. There was discussion among members of the Commission and staff.

5. COMMISSIONER REPORTS

Chair O'Connell spoke about an opportunity regarding tennis.

6. REQUEST FOR AGENDA ITEMS

Recreation Manager Kat Kelly said that next month's agenda would include the 2023 Annual Program Performance and Customer Survey Analysis and finalizing agenda items for the joint workshop with Mammoth Lakes Recreation There was discussion among members of the Commission and staff.

7. ADJOURNMENT

The Commission adjourned the meeting at 3:26 p.m.

_____

Jamie Gray, Town Clerk

Mammoth Lakes Recreation Commission
Agenda Action Sheet

Title: Parks and Recreation Department 2022/23 Annual Program and Facility Presentation.

Commission Meeting Date: 11/7/2023

Prepared by: Stuart Brown, Parks and Recreation Director
Warren Boling, Parks Manager
Katrina Kelly, Recreation Manager
Douglas Gebhart, Recreation Supervisor
Mark Bell, Adult Programming and Facility Operations Supervisor
Andrew McEachron, Community Recreation Center Supervisor
Sydney Schulz, Program and Facilities Administrator

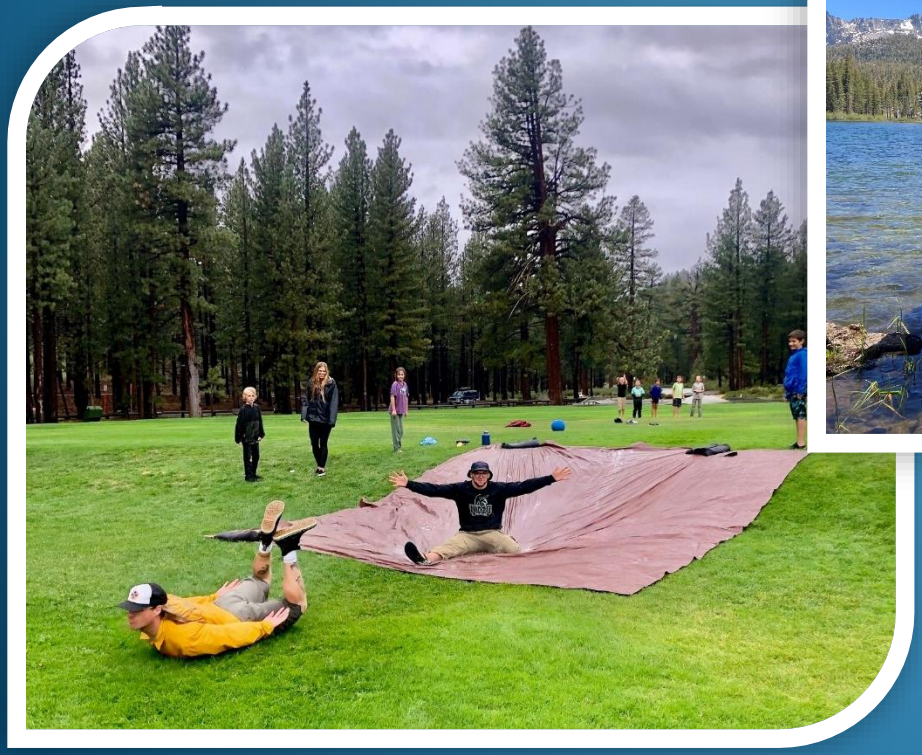
Recommended Motion: Receive a presentation from staff and provide consensus comments or direction.

Summary: Parks and Recreation Department staff will provide a presentation to the Commission of the 2022/23 year including:

- Programming
- Tony Colasardo Scholarships
- Customer Feedback
- Parks and Facilities
- Community Events
- Whitmore Pool
- Mammoth Ice Rink

Parks and Recreation

2023 Annual Program and Facility Review







An Essential Component of our Community

The fundamental purpose of the Parks and Recreation Department is to deliver residents and visitors with **high-quality** recreation facilities and **diverse** programming that promotes excitement, individual expression, exploration, pleasure, challenge and accomplishment that can lead to an improved **quality of life**.

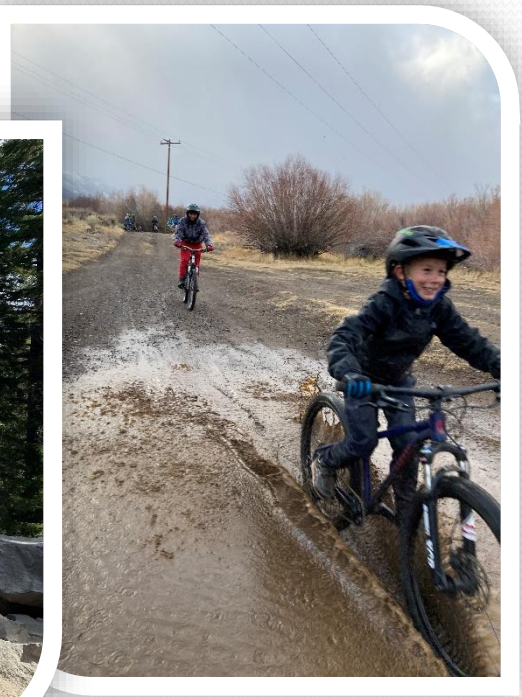
Vision

"To be the best alpine recreation community in the country."

Mission

"To provide multi-purpose, year-round, indoor and outdoor recreation opportunities accessible to all residents and visitors."





Parks Make Life Better!℠

Annual Review

- Programming
- Tony Colasardo Scholarships
- Customer Feedback
- Parks and Facilities
- Community Events
- Whitmore Pool
- Mammoth Ice Rink





Programming Participants

- 1,406 youth program participants (+171 in 2022)
- 824 adult program participants (+149 in 2022)

RECREATION PROGRAM AGE GROUPS	
Toddler	2 years
Preschool	3-4 years
Grade TK-K	4-5 years
Grades 1-2	6-7 years
Grade 3-5	8-11 years
Middle School	12-14 years
High School	15-18 years
Adult	16+ years
Active Adult	55+ years
Senior	65+ years

Youth Programs

9 Weeks of Summer Camps:

- Adventure Camp
- Aquatics Camp
- Backpacking Camp
- Biking Camp
- Camp Mammoth
- Counselors-in-Training Camp
- Climbing Camp
- Explorer's Minis
- Gymnastics Camp
- MAC Art Camps
- Mountain Biking
- Nature Camp
- Wave Rave Skateboard Camp
- Wilderness Camp
- Youth Theater

New Camps:

- 1st – 2nd Grade Advanced Bike
- Backpacking 201
- Camp Mammoth
- Gymnastics
- Wilderness
- Yoga Extension

Contracted Camps:

- Challenger Soccer
- UK Soccer Camp

Lessons:

- Swimming
- Ice Skating
- Gymnastics

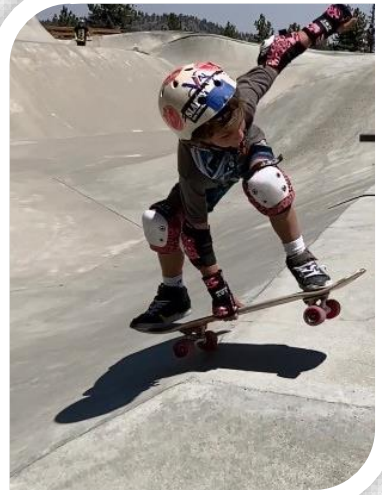
Sports Programs:

- Little Wreckers
- Hot Shots Basketball

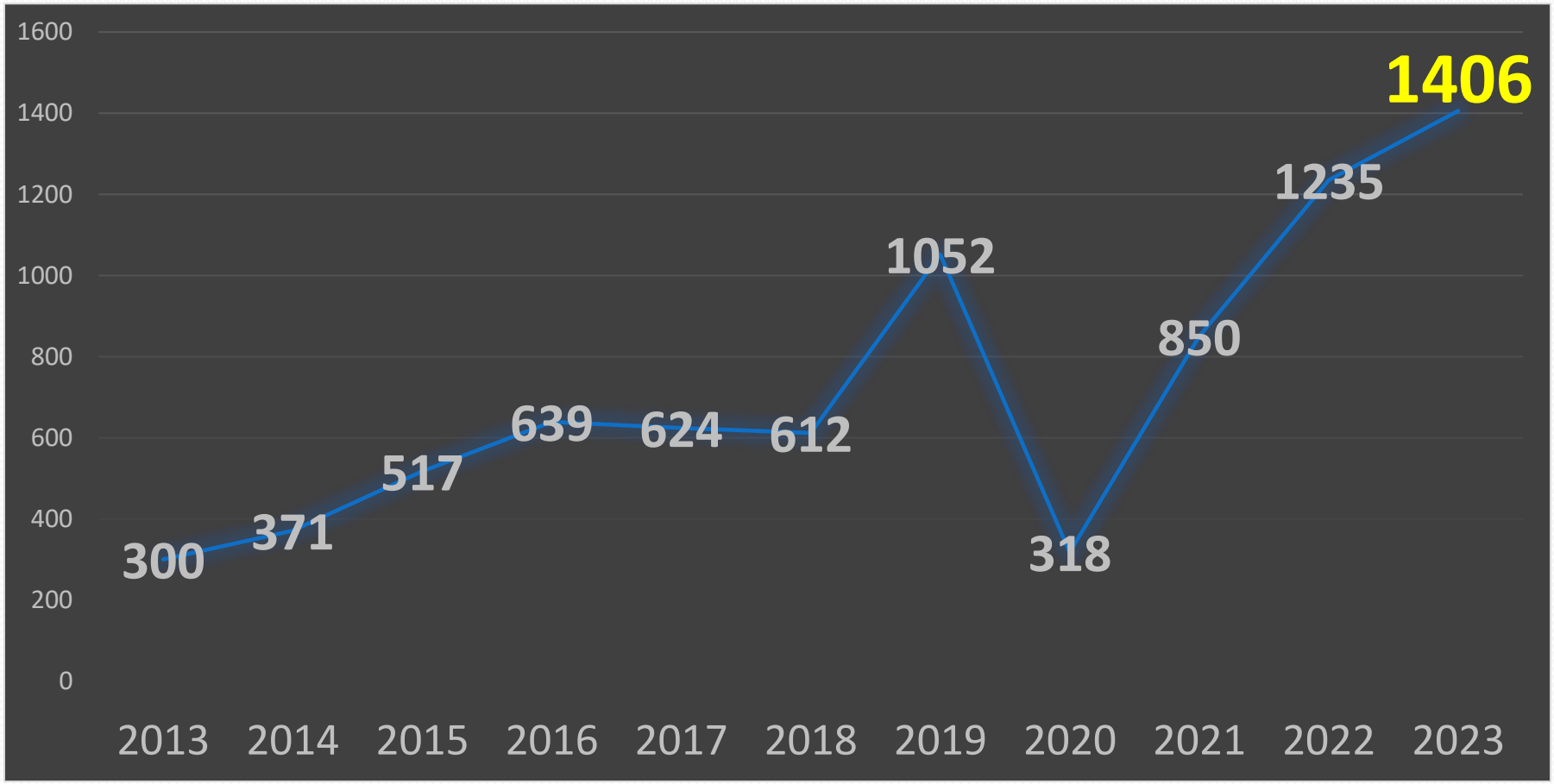
After School:

- Bike Squad
- Skate Squad
- Cooking Class

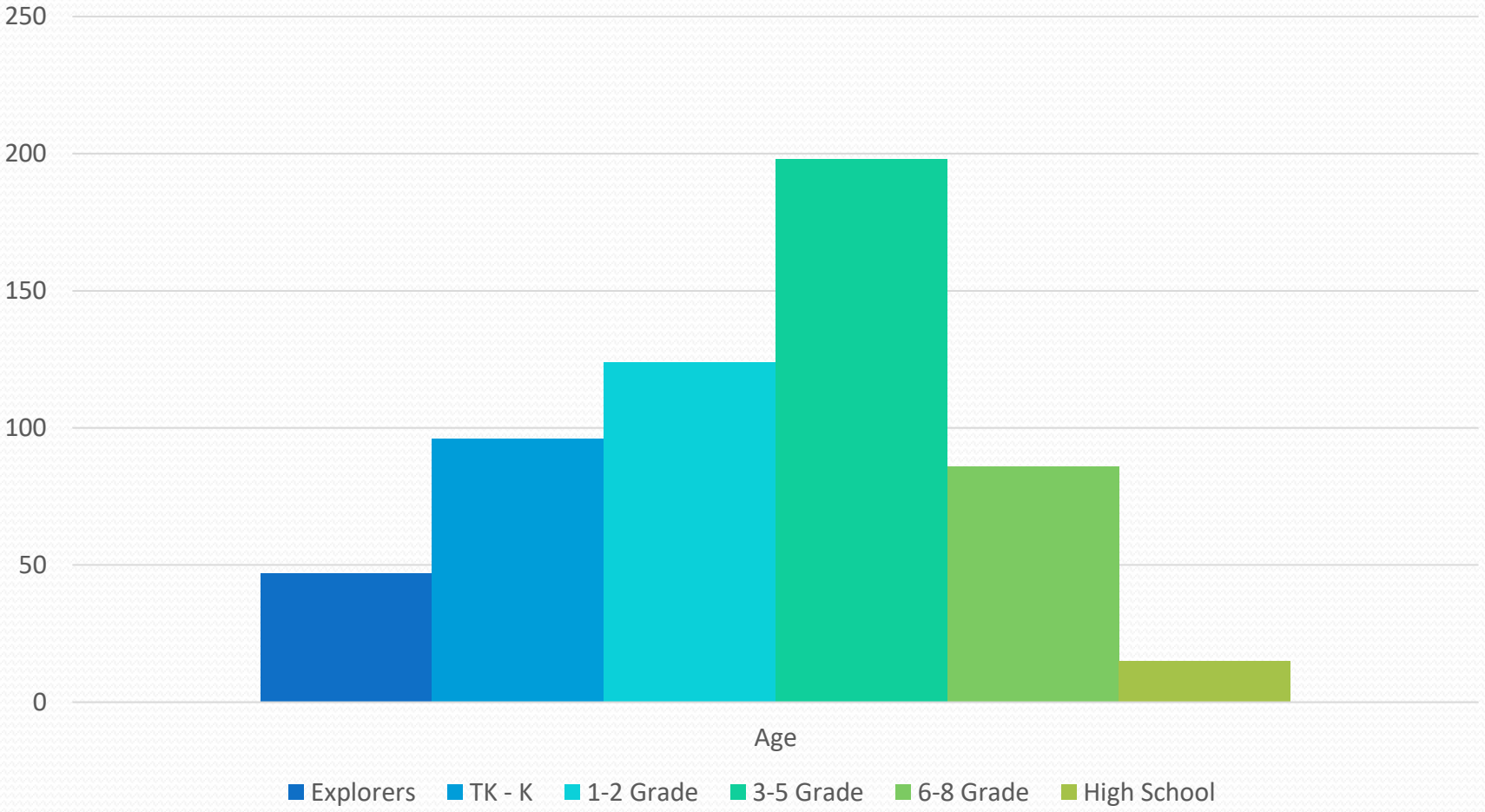




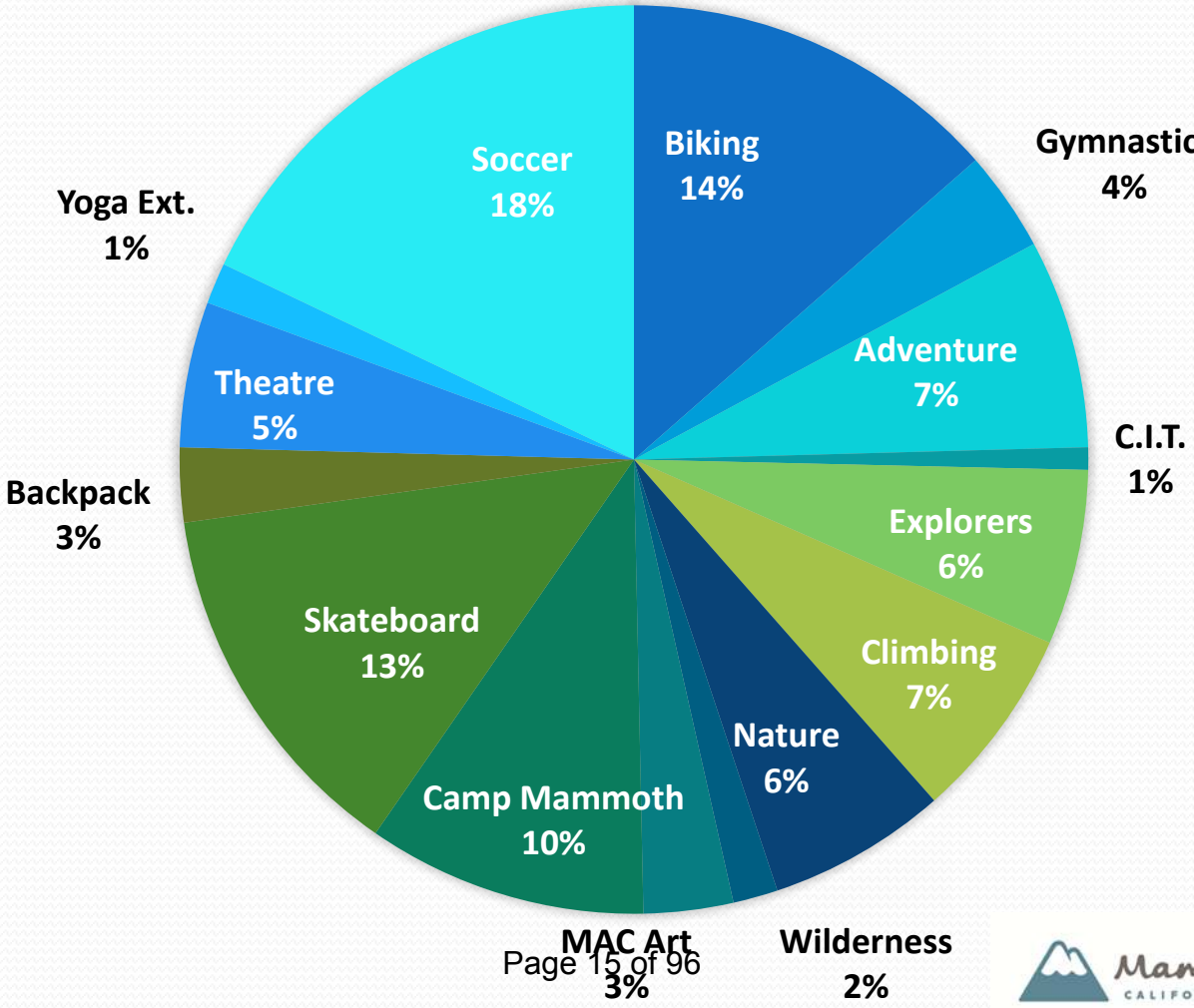
Youth Participation



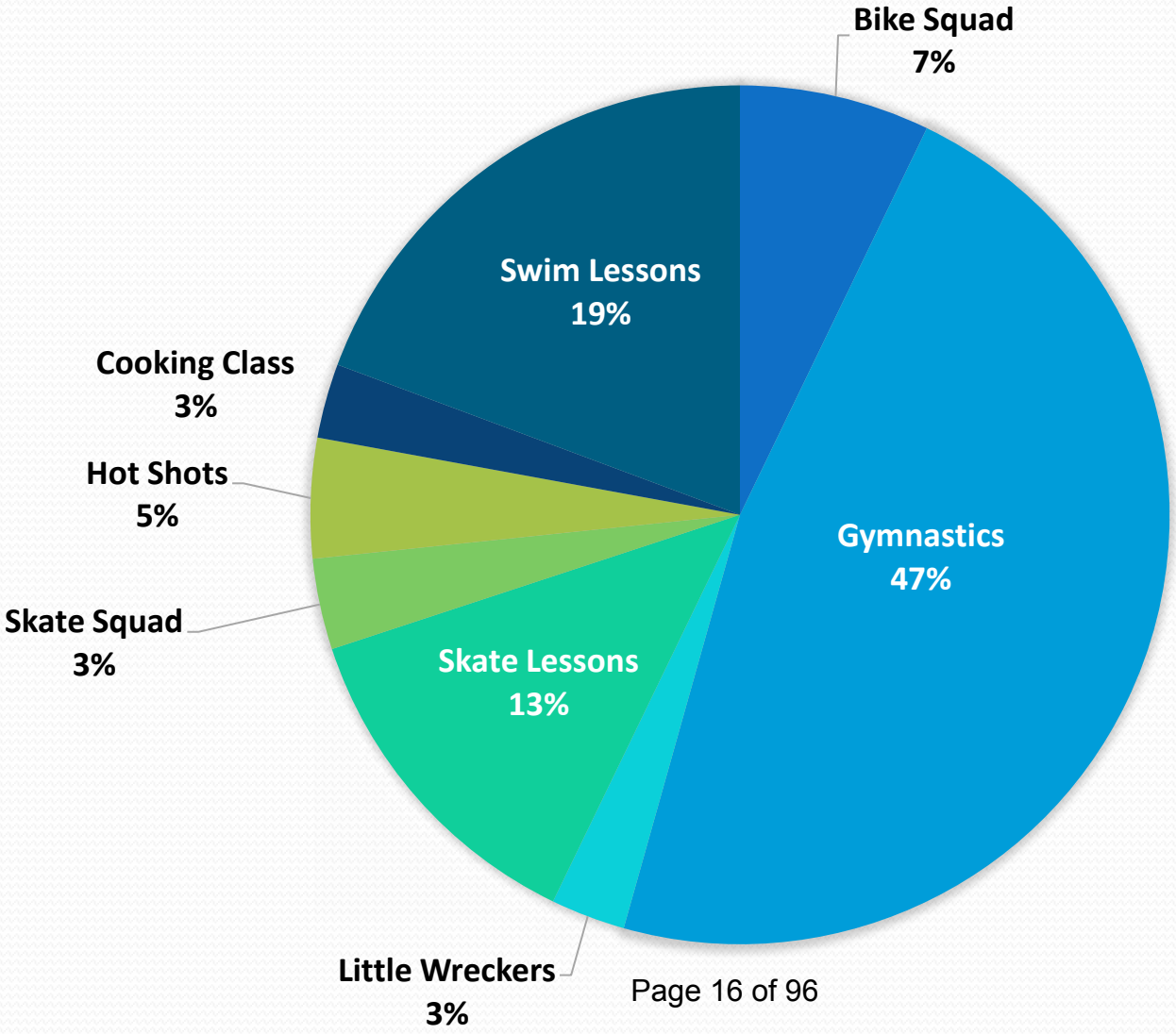
Summer Camps by Age



Summer Camp Participation



After-School Program Part.



Tony Colasardo Scholarship Fund



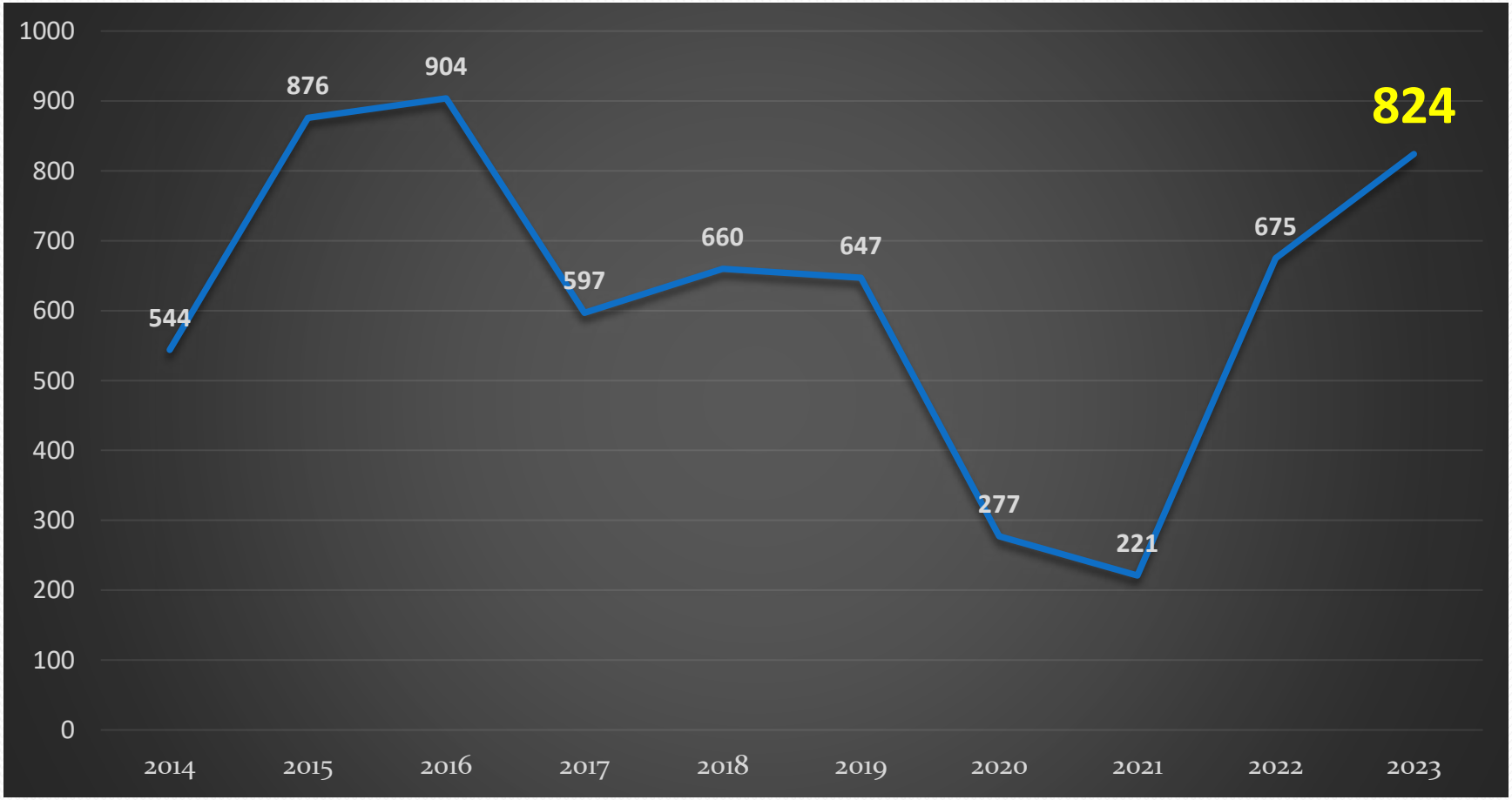
- Extended to Youth Sports Organization registration fees
- 104 Scholarships
- **$11,286.60**

Adult Programs

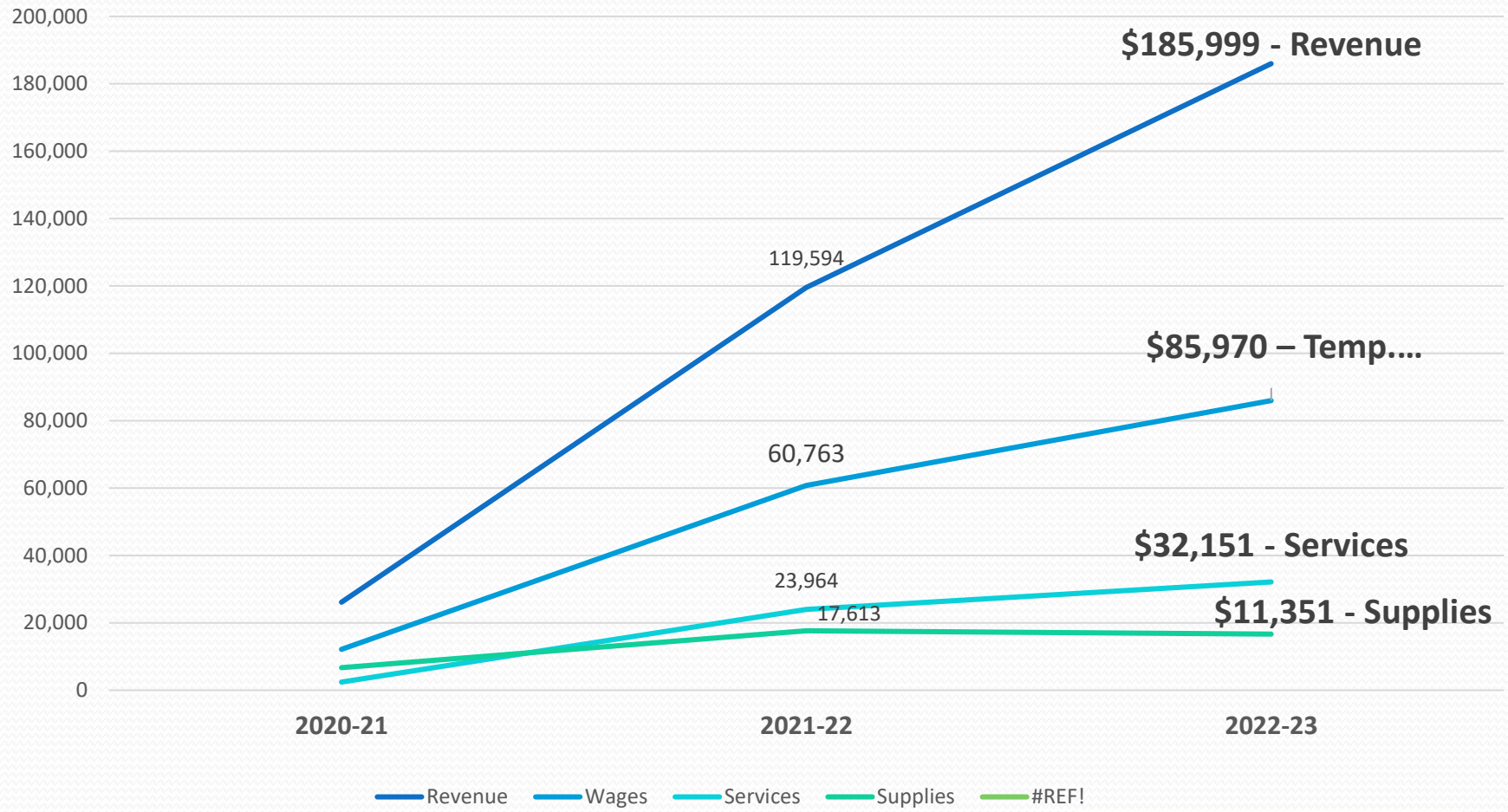
- Softball League
- Softball Tournament
- Hockey League
- Volleyball Tournament
- Curling League
- Skating Lessons
- Whitmore 50 Challenge
- Zumba Class
- Indoor Soccer
- Indoor Volleyball



Adult Participation



Programming Metrics



Customer Satisfaction Survey

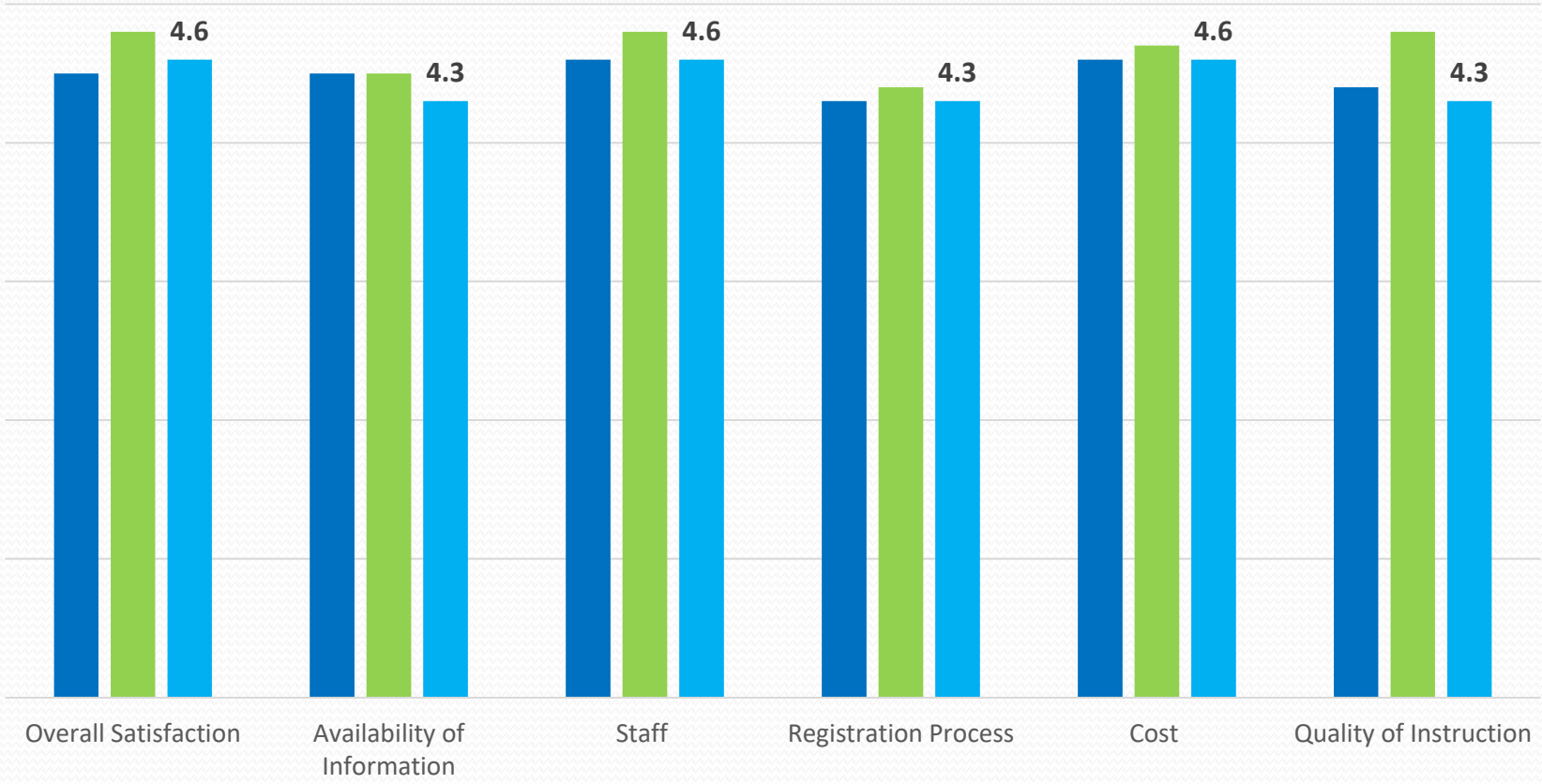
The Annual survey was emailed to each summer camp participant.



- 100 surveys were collected in 2023*

*126 in 2022, 73 in 2021.

Survey Results



Customer Comments

“I think you guys are doing a great job and I think our community is very lucky to have so many town camp programs to choose from. For such a small town we sure have a lot of recreation offerings for our kids and I love that your department provides so many opportunities for them to try new things.”

“Wish my kids could have participated in even more weeks of camp instead of being wait-listed!”

“Registration was hard! Not even knowing if you got in, and then every single week was filled up for younger kids by the time the open registration rolled around. It seemed like for younger than 8yr olds, there was way more demand then supply!”

“Nothing to improve, team was so good at communication and every day went smooth. (Camper) was so excited to share all the things she learned each day and had so much fun making new friends. THANK YOU!”

Camper: “The greatest single day of camp in my life“.

What was your favorite part of summer camp?



Camp Staff Recommendations

STRENGTHS

- Returning staff
- Staff Training
- 5 Day Camps
- Skill Based Camps
- Staff Housing for Interns
- Autonomy

WEAKNESSES

- Young Staff
- Camp Cancellations

OPPORTUNITIES

- Improved curriculum
- Mid-season Evaluation
- Logistics put in place by May

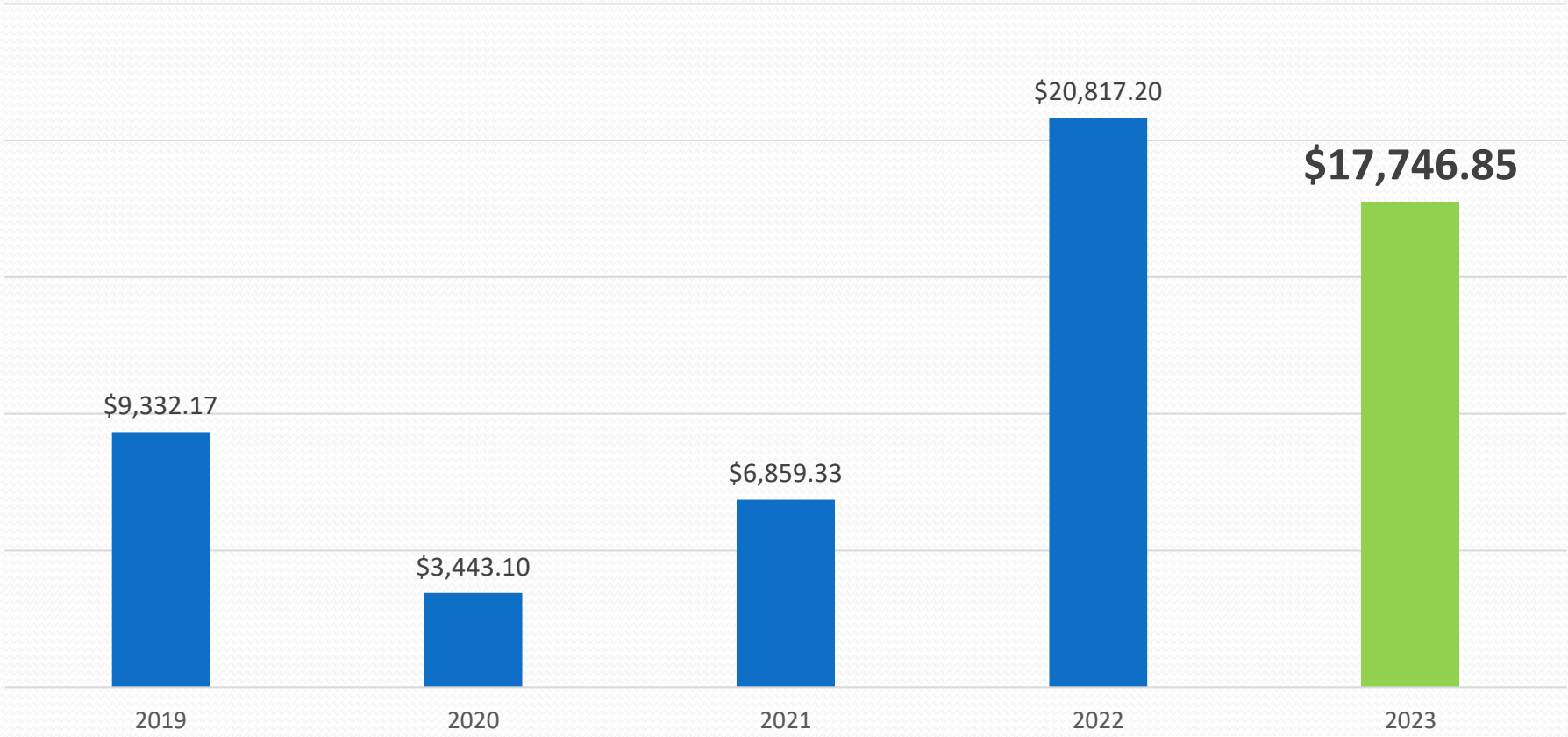
THREATS

- Applicant Pool
- Camper Behavior

Customer Recommendations…

- More programs as a whole
- More instruction for skill learning
- More game-centered camps
- Better communication/finalized schedules
- Priority for locals
- Fishing
- Safety/survival training for kids

2022-23 Parks & Facility Rentals



Community Events

- Bike Rodeo
- Haunted Roller Rink
- Spring Egg Hunt – CANCELLED DUE TO SNOW
- Summer Expo – CANCELLED DUE TO SNOW
- July 4 Fireworks





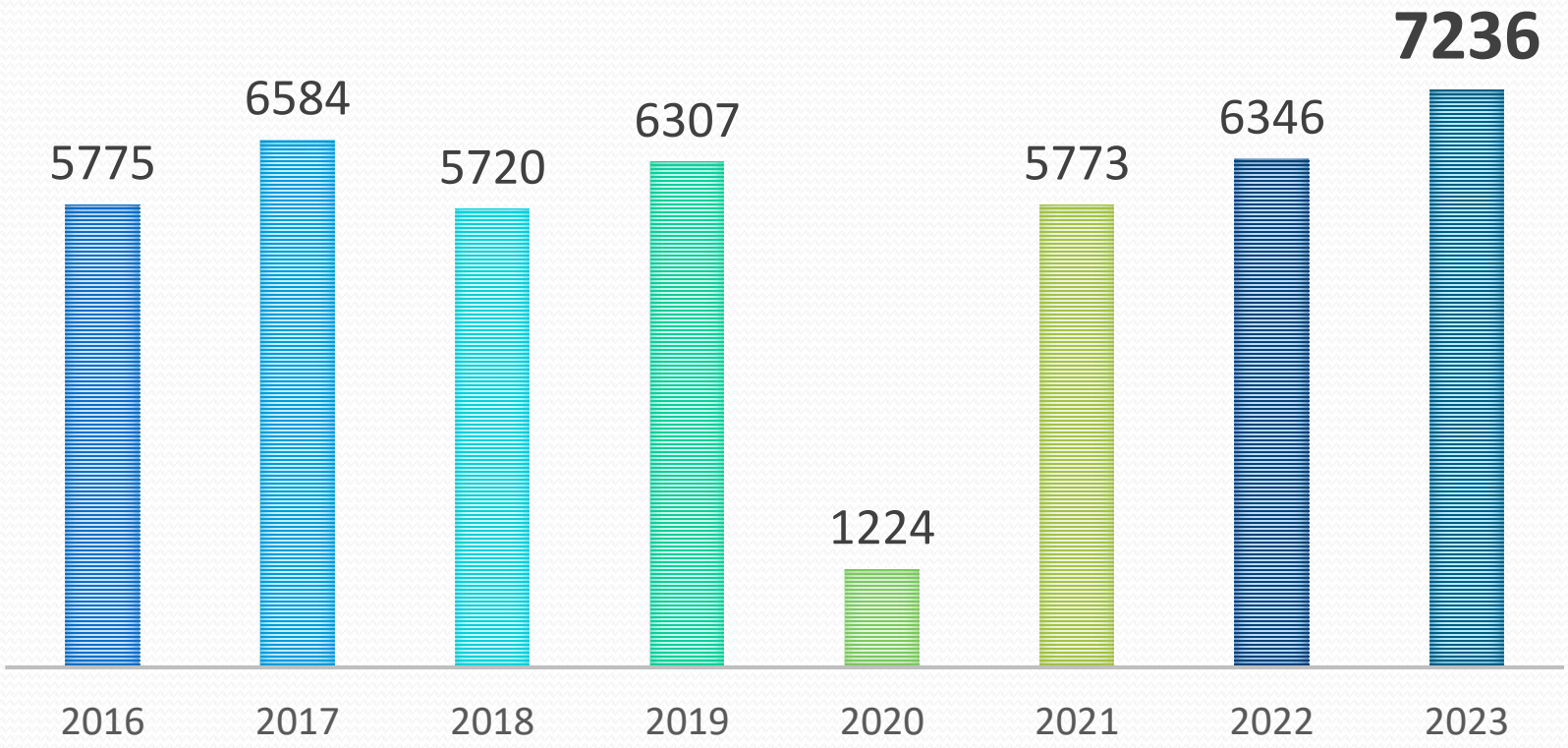
Whitmore Pool



New Lane Lines

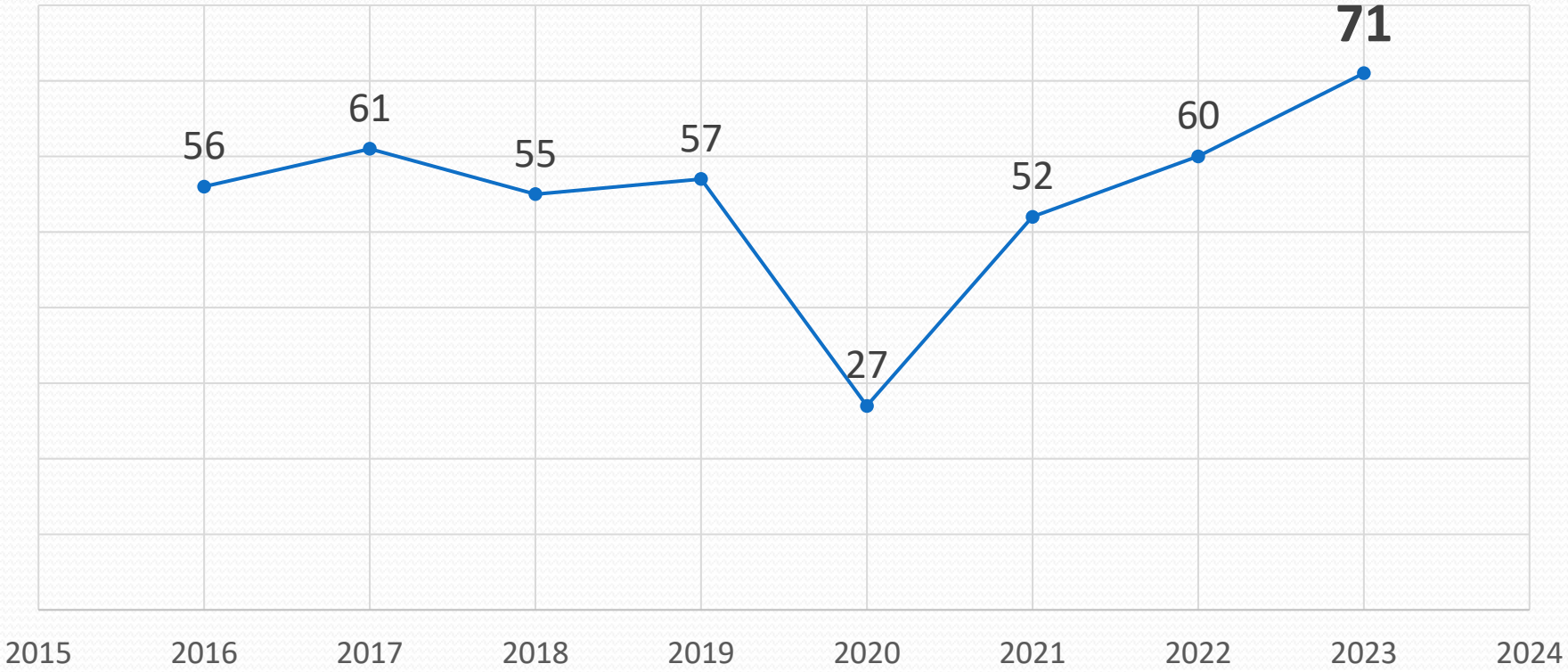


Visitation


5775
6584
5720
6307
1224
5773
6346
7236
2016
2017
2018
2019
2020
2021
2022
2023

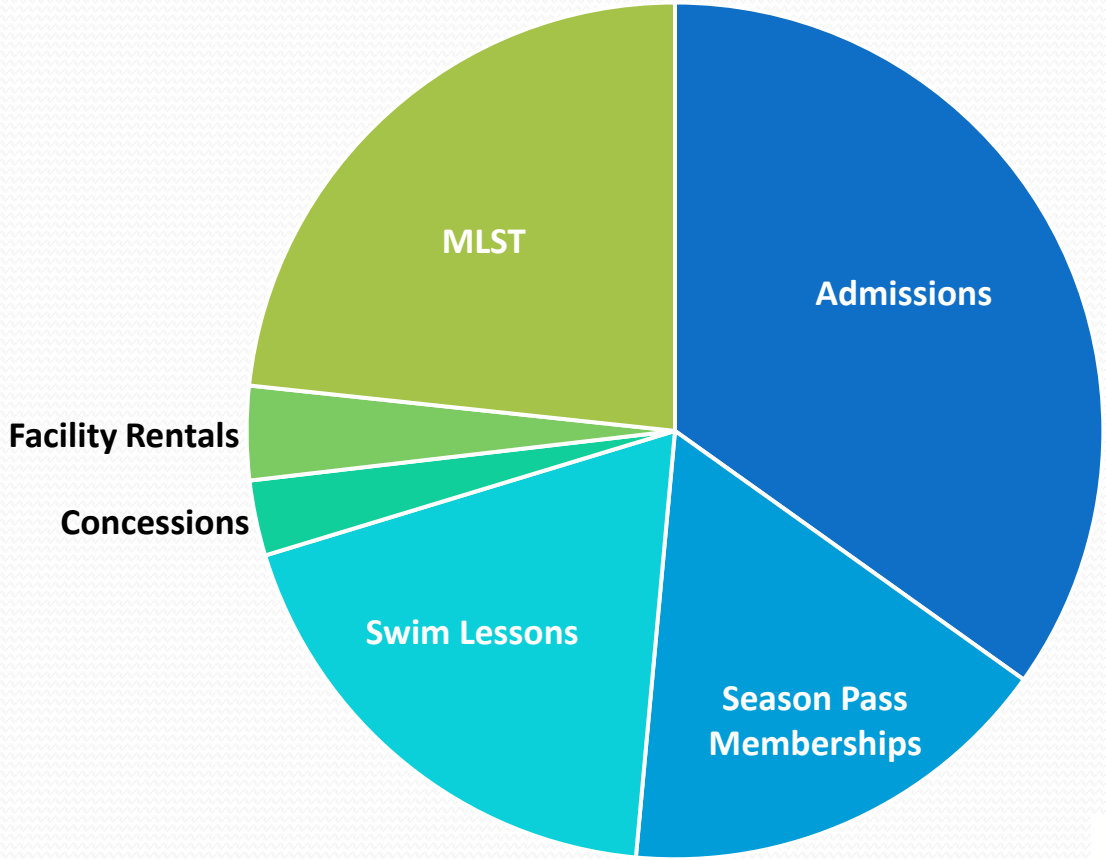
Average Visitation per Day

The Whitmore Pool operated for a total of 101 days.

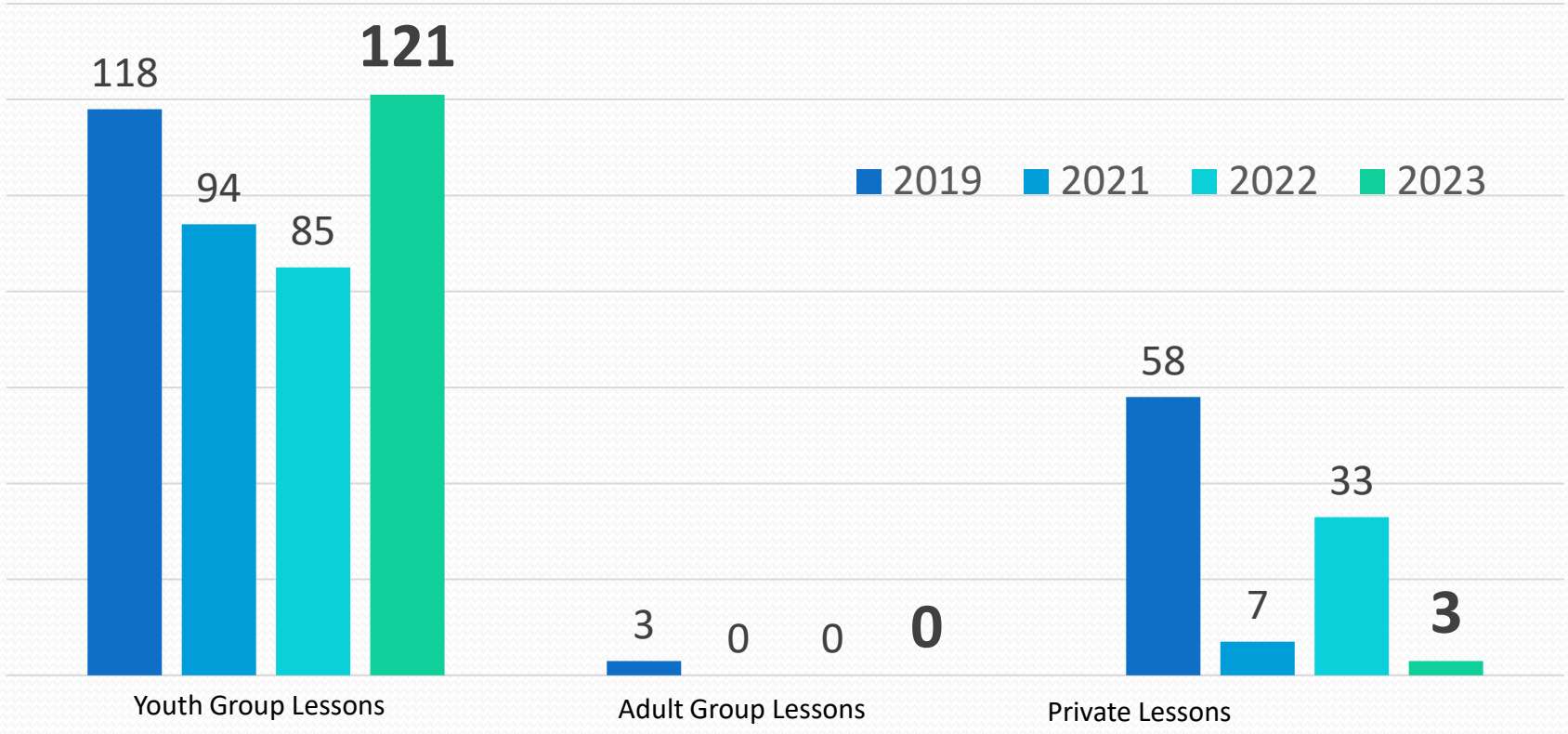


Revenue – by product

The Whitmore Pool collected $33,871 in revenue.



Swim Lessons



Pool Staff Recommendations

KEEP

- Staff Numbers
- Consistent in-service training
- Swim Instructor Training

STOP

- Charging various rates for admission (make discounts available)

START

- Adjust Tiny Tots Swim Lessons – ages 3-4
- A system for private swim lessons
- More in-depth training for staff
- Differentiate Senior Lifeguard position
- Clearly define the Assistant Site Coordinator position
- Shower Season Pass

Mammoth Ice Rink

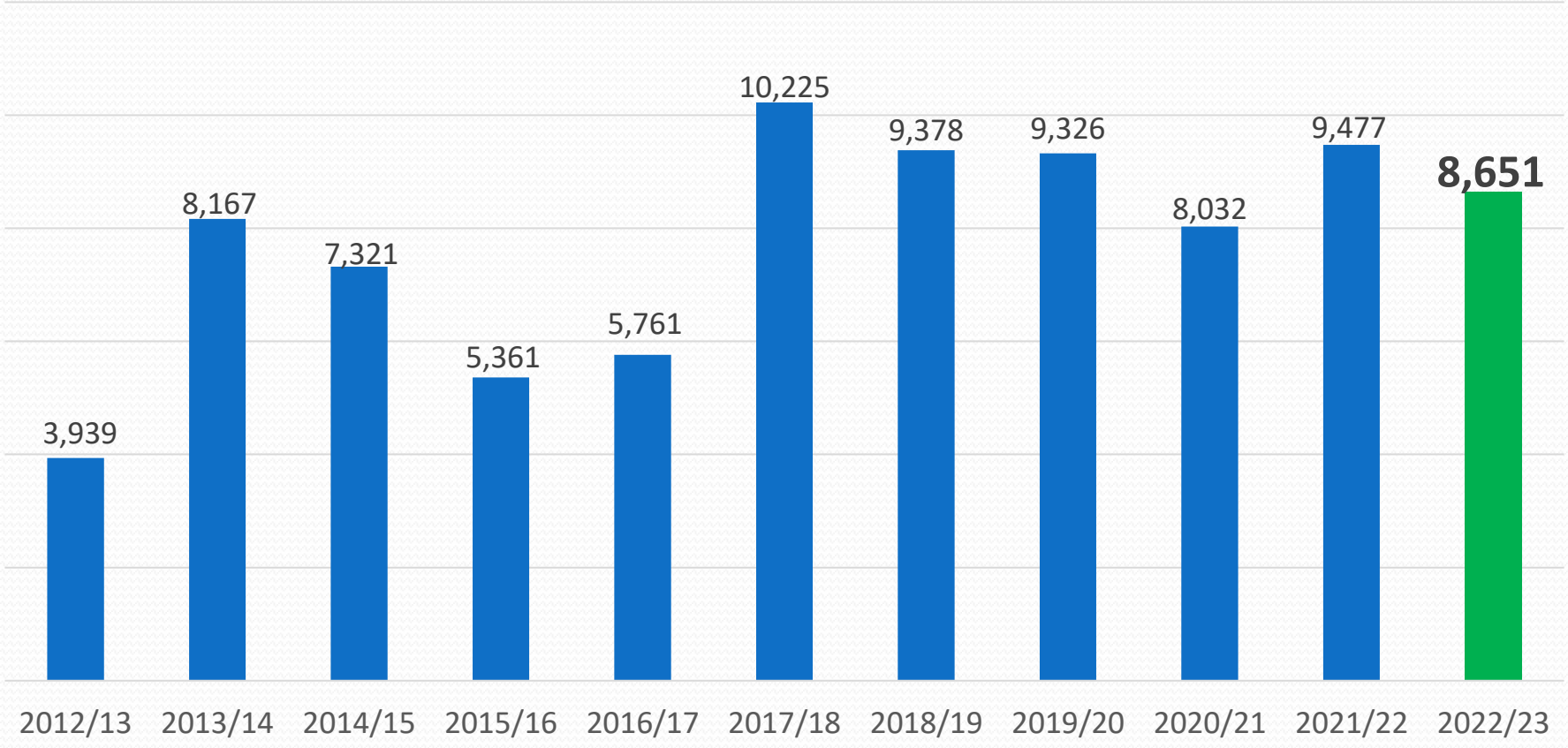


Season Highlights

- RETURNING Site Coordinators
- Hard working, friendly and professional staff
- Lost of SNOW REMOVAL!!!
- Significant growth in youth hockey and skating programs

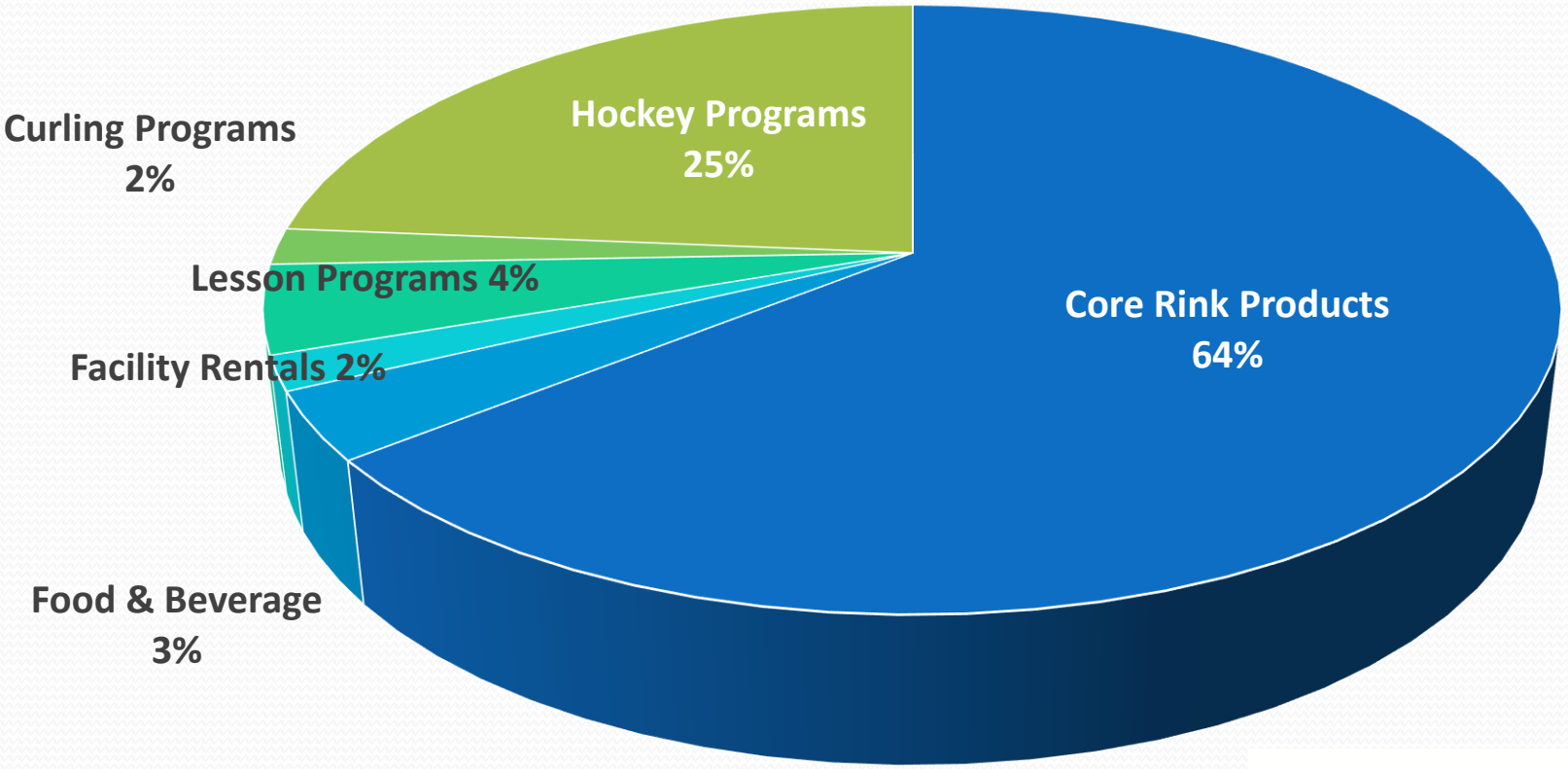


Visitation

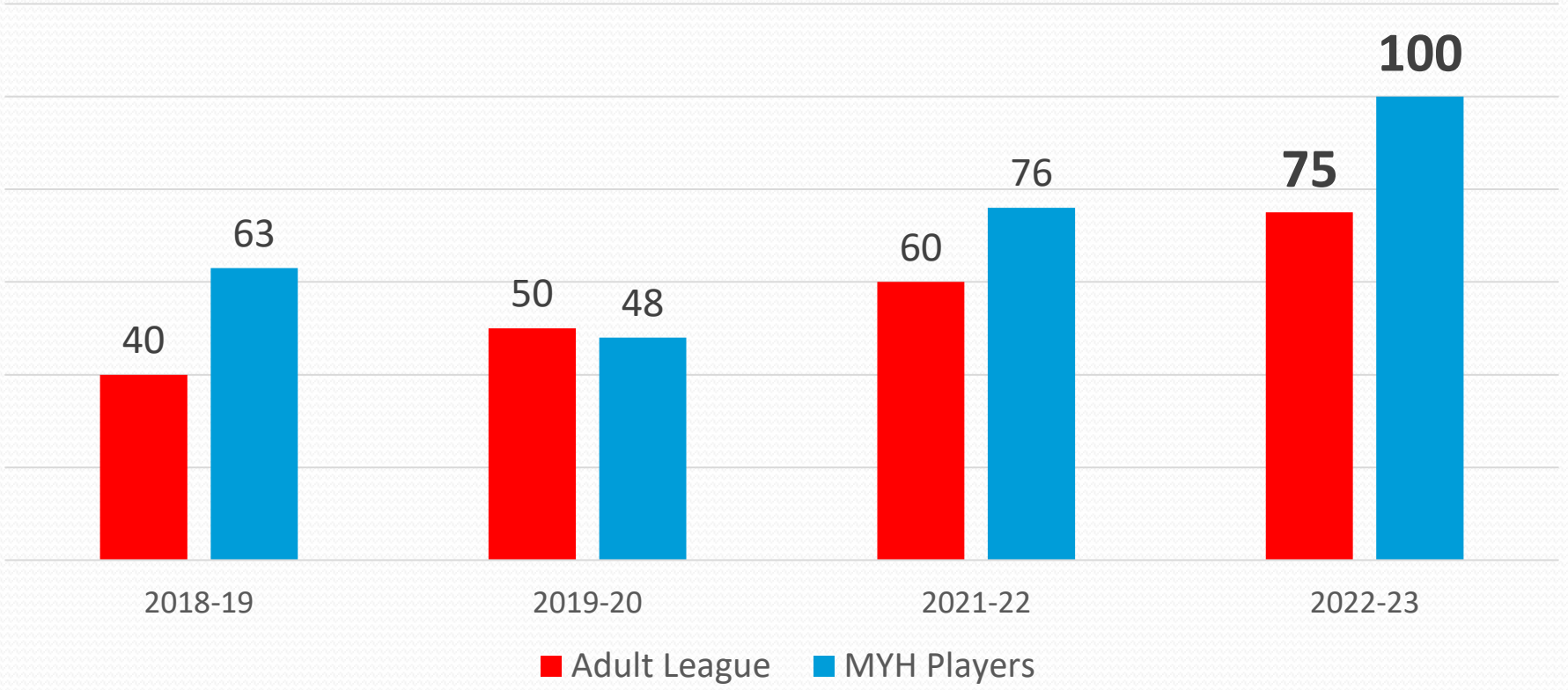

3,939
8,167
7,321
5,361
5,761
10,225
9,378
9,326
8,032
9,477
8,651
2012/13
2013/14
2014/15
2015/16
2016/17
2017/18
2018/19
2019/20
2020/21
2021/22
2022/23

Revenue – by product

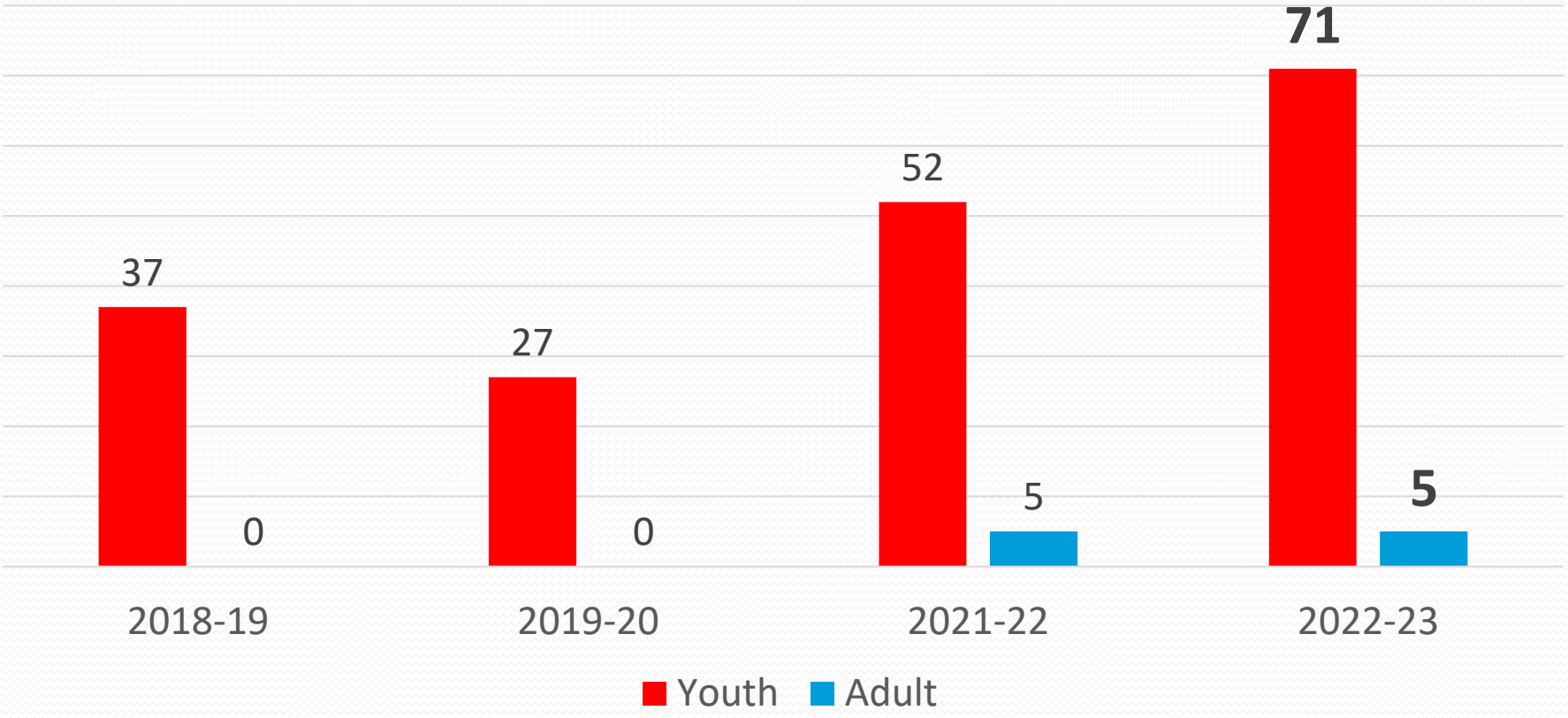
The Mammoth Ice Rink collected $84,341 in revenue.



Hockey Programs



Lesson Programs



Curling Program

- Return of the Curling League – 9 teams (sold out)
- 2023 Curling Champions – **“Slippy Hippies”**



All Recreation ★ All The Time!

Mammoth Lakes, California

Mammoth Lakes Recreation Commission
Agenda Action Sheet

Title: Parks and Recreation Department Monthly Report

Commission Meeting Date: 11/7/2023

Prepared by: Stuart Brown, Parks and Recreation Director
Warren Boling, Parks Manager
Katrina Kelly, Recreation Manager
Douglas Gebhart, Recreation Supervisor
Mark Bell, Adult Programming and Facility Operations Supervisor
Andrew McEachron, Community Recreation Center Supervisor
Sydney Schulz, Program and Facilities Administrator

Recommended Motion: Receive a presentation from staff and provide consensus comments or direction.

Summary: The monthly Parks and Recreation Department Report includes news and updates from the department, along with achievements and action related to the strategies, goals and tasks identified in the Parks and Recreation Department 2023 Strategic Priorities and Key Objectives.

1. Maintain and Enhance the Town's Recreation Infrastructure
2. Deliver High-Quality, Innovative and Affordable Recreation Programming
3. Strengthen Organizational Systems, Structures and Operations
4. Build Capacity, Teamwork and Recruit & Retain the Best

PARKS AND RECREATION COMMISSION
STAFF REPORT

Subject: Parks and Recreation Department Monthly Report

Meeting Date: November 7, 2023

Written by: Stuart Brown, Parks and Recreation Director
Warren Boling, Parks Manager
Katrina Kelly, Recreation Manager
Douglas Gebhart, Recreation Supervisor
Mark Bell, Adult Programming and Facility Operations Supervisor
Andrew McEachron, Community Recreation Center Supervisor
Sydney Schulz, Program and Facilities Administrator

BACKGROUND:

The monthly Parks and Recreation Department Report includes news and updates from the department, along with achievements and action related to the strategies, goals and tasks identified in the Parks and Recreation Department 2023 Strategic Priorities and Key Objectives.

1. Maintain and Enhance the Town's Recreation Infrastructure
2. Deliver High-Quality, Innovative and Affordable Recreation Programming
3. Strengthen Organizational Systems, Structures and Operations
4. Build Capacity, Teamwork and Recruit & Retain the Best

DEPARTMENT NEWS AND UPDATES

Facility Status:

Community Center

- OPEN for programming and private rentals.

Community Tennis Courts and Playground

- Tennis Courts 1, 2, 5, 6 – OPEN, 3 & 4 – CLOSED.
- Pickleball Courts (Court 1 & 2) - OPEN
- Restrooms – CLOSED
- Playground – OPEN

LA Kings Ice at Mammoth Lakes

- Scheduled to open on November 24, 2023 (FREE admission and rentals from 4pm)

Mammoth Lakes Pickleball Complex

- Pickleball Courts (1-6) – OPEN
- Restrooms - OPEN

Mammoth Creek Park - West

- Restrooms, playground, and parking lot CLOSED for CRC construction.

Mammoth Creek Park – East

- Restrooms – CLOSED

Shady Rest Park

- Ball Fields 1-3 – OPEN
- Soccer Fields 1-2 - OPEN
- Restrooms – CLOSED. Portable restrooms available.
- Ball Field Restrooms – CLOSED. Portable restrooms available.
- Shady Rest DiscGolfPark® - OPEN, subject to weather conditions
- Shady Rest Volleyball Courts – OPEN

Trails End Park/Volcom Brothers Skate Park

- Skateparks – OPEN
- Restrooms – OPEN
- Playground – OPEN

Town-wide MUPs and Sidewalks

- Please refer to the Parks and Recreation website for up-to-date information.

Whitmore Pool

- CLOSED for the season.

Whitmore Recreation Area

- Whitmore Ball Fields 1-3 – OPEN
- Whitmore Track – OPEN
- Whitmore Synthetic Turf – OPEN
- Restrooms – CLOSED. Portable restrooms available.

MAINTAIN AND ENHANCE THE TOWN'S RECREATION INFRASTRUCTURE

Open and Operate the Community Recreation Center (CRC)

Community Recreation Center (CRC) – PR 1 & PR 2

(1) LA Kings Ice at Mammoth Lakes

- See presentation.

(2) Mammoth RecZone

- SportCourt PowerGame+ install scheduled for April 2024

Lead and/or support efforts to provide multi-purpose, year-round, indoor, and outdoor recreation amenities in Mammoth Lakes.

(1) Mammoth Lakes Community Dog Park - PR 7

- Town Council awarded the bid to DG Construction. Work commenced in late September, with a 6-8 week completion schedule (weather dependent).
- Amenities include fencing, gates, 5,000 sf of dog turf, prefabricated restroom, benches, dog waste leash posts and trash.



(2) Park at the Parcel – PR 12

- Work is scheduled to commence this fall on the 2-5 childcare site and fence. The larger 5-12 year old playground, restroom and community amenities has been scheduled for installation next spring/summer.

(3) *Mammoth Arts and Cultural Center (MACC) – GF 9*

- The Mammoth Lakes Foundation is moving forward with a 2-phased plan to renovate Edison Hall, which will then support an addition of a 250-seat theatre that will be connected to Edison Hall. The Edison Hall renovation is the first phase of the project and will commence this fall using private donor funds raised by the Foundation, followed by the second phase which is the construction of the theatre utilizing public funds (Measure C bond and Measure U funds).

(4) Edison Theatre

- The current schedule is for Edison Hall to close for renovations this winter and reopen in the spring/summer. The existing Edison Theatre will be replaced with a smaller, black box rehearsal/theatre space to create enough room for support facilities for the new, larger theatre.

(5) Outdoor Courts (Tennis/Pickleball)

<u>Community Center Tennis Courts 5/6</u>

- Courts 5/6 re-opened for play in mid-September receiving favorable reviews from our local tennis community and our Xtreme Tennis Kids Pros.
- To celebrate the new courts and expansion of pickleball in Mammoth Lakes, Town Council held a Ribbon Cutting Ceremony on Wednesday, October 4 at 3:00pm for the tennis courts (1000 Forest Trail) and at 3:30pm for the Pickleball Complex (416 Sierra

Park Road). The community is invited to attend and play - complimentary pickleball paddles and balls are available for use.





NEW Pickleball Complex

- The new Pickleball Complex opened for play on Friday, September 29. The facility is open between the hours of 8am and dusk and is available on a first-come, first-serve basis. Complimentary pickleball paddles and balls will be available for the public to use this fall at the courts.
- MUSD/MCOE and Town Parks and Recreation programs will have priority use. Parks and Recreation staff will be looking to provide adult pickleball clinics and host recreational community tournaments during the summer/fall months.
- The complex will be closed during the winter season.



(6) Bike Park/Pump Track Concept – PR 9

- The bike park concept/pump track is identified in the Town of Mammoth Lakes 2022/23 Capital Improvement Plan (CIP).

- Funding is not secured for this project.

(7) Mammoth Lakes Bouldering Park – PR 10

- The Bouldering Park is a complementary amenity to the Bike Park/Pump Track concept and to the CRC and recreation destination concept.
- Funding is not secured for this project.

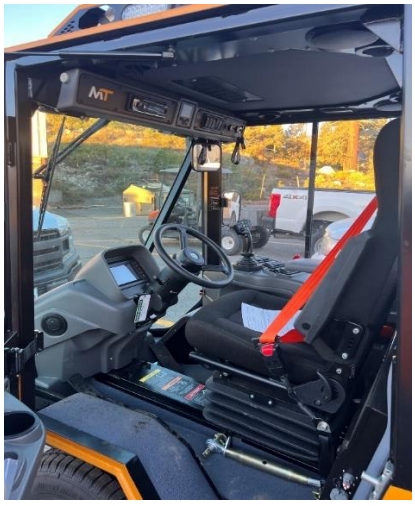
(8) Mammoth Creek Park West Play Area.

- Redevelopment of open play area adjacent to the inclusive playground.
- Staff will draft site plans and present to the Commission for review/input.
- Formal plans will be developed with a cost estimate and timing for implementation.
- Town Council allocated $500,000 to rehabilitate the play area.

Enhance recreation infrastructure to improve user safety, improve operations, and overall guest experience:

(1) Maintenance Best and NEXT practices

- Winter Snow Removal Map for the MUP's has been updated and is online at: https://www.townofmammothlakes.ca.gov/228/Parks-and-Facilities-Update
- Parks Maintenance received a new addition to the Trackless fleet on September 26.





(2) Deferred Maintenance Program

Since 2017, the Town has invested over $1million in deferred maintenance projects at parks and recreation fields, facilities, trails, and pools.

- Whitmore Recreation Area Softball/Baseball Field Maintenance – PR 8
  - Completed
- Town staff received funding to repair the old ice rink concession and garage building.

(3) Amenities Enhancement Program

- Staff would like to thank the Office of Outdoor Recreation for their assistance with the installation of a number of benches and plaques this fall.





- There is currently very limited inventory. Staff, in collaboration with MLTS, have identified additional amenity locations. Many of these are on USFS land, and staff are in the process of submitting a request to the Forest Service for the addition of amenities in multiple locations alongside the MUPs throughout town and in the Lakes Basin.
- Staff are currently working to transfer available inventory to the new DaySmart reservation platform for purchase.

DELIVER HIGH-QUALITY, INNOVATIVE, AND AFFORDABLE RECREATION PROGRAMMING

Create and deliver scalable, sustainable and DEI Core Community Programs aligned with the resource capacity and capabilities of the Department.

- Staff are reviewing registration platforms, forms, and waivers to ensure inclusive language is used.
- The Tony Colasardo Scholarship Fund is OPEN for applications.
- The Tony Colasardo Scholarship Fund continues to remain open for donations, and currently has a balance of $85,590.
- The Tony Colasardo Scholarship Fund has been extended to include Youth Sports Organizations' registration fees. At this time, 3 scholarships have been used to subsidize Mammoth Lakes Youth Hockey registration fees.
- For more information, please visit: www.TonyColasardoScholarshipFund.com

Core Program Areas

- **Youth/Teen Camps and Programs**
  - *Youth After-School Programs*
    - Winter Registration opens online on Monday, November 13 at 9am. Available programs include Winter Gymnastics, Hot Shots Basketball, Skating lessons, Intro to Ice Sports, and Cooking Class. For more information on any of these programs, please visit www.MammothParksAndRec.com. Scholarships are available for all programs at www.TonyColasardoScholarshipFund.com

- **Adult Programs**
  - Winter Registration opens online on Monday, November 13 at 9am. Available programs include Hockey League, Curling League, Indoor Soccer League, Indoor Volleyball League, and Skating lessons.

- **Facility Operations/Maintenance**
  - On-going identification and replacement of damaged items.

- **Community Events**
  - *Annual Bike Rodeo*

    The 2023 Annual Bike Rodeo was held at Shady Rest Park on Tuesday, September 26 (MUSD Minimum Day). A sold-out event, over 55 participants were entered in a variety of races, including the Eastern Sierra Balance Bike Classic, the Snail Race, and All Ages Dirt Course Pedal Bike Races. The events culminated with the always popular Gran Fondue… a cheesy, chocolatey mess for all involved! Congratulations to all the participants and a big thank-you to Office Gillham for manning the Safety Course and keeping helmets on heads!





  - *Community Tennis Courts and Mammoth Lakes Pickleball Complex Ribbon Cutting Ceremony*

    Town Council conducted a Ribbon Cutting Ceremony on Wednesday, October 4 at 3:00pm for the tennis courts (1000 Forest Trail) and at 3:30pm for the Pickleball Complex (416 Sierra Park Road).



- *Inaugural Doubles Pickleball Tournament*
  The Parks and Recreation Department hosted a fall doubles Pickleball Tournament on Saturday, October 21 at the new Pickleball Complex. Eight teams enjoyed the stunning fall weather and even hotter pickleball action on the courts. Winning the inaugural tournament were the "Mammoth Bangers" (Tall Andy and Russ Chesler). The "Burtons" (Laura Burton and Dennis Phillips) played a competitive match as the runners up. Fun was had by all!



- *Haunted Halloween Party*
  The Haunted Halloween Party, for elementary school-aged children and younger, took place on Friday, October 27 from 5-7pm at the new Mammoth Lakes Pickleball Complex. Carnival games, pickleball, cornhole, a cakewalk, an 'Escape Room Haunted Bus, Costume, Art and Silly Games Contests were enjoyed by all. Our newest addition was perhaps the most popular of all… a wise and all-knowing

fortune teller whose predictions were forecast with the help of Pokemon card readings.



- **Upcoming Events:**
  - **November 24:** LA Kings Ice at Mammoth Lakes Ribbon Cutting and Opening Ceremony – FREE skate sessions (admissions and rentals).
  - **December 21:** Skate with Santa

Provide enhanced recreation programming by partnering with local organizations, fund local non-profit youth sporting groups (YSF), hire skilled instructors, or contract with recreation entities.

- **Youth Sports Organizations**
  - AYSO has concluded their regular Fall Season. Practice continues at Shady Rest Park for All Star teams.
  - Mammoth Lakes Football Club continues to practice at Shady Rest Park and Whitmore Recreation Area.
  - Mammoth Lakes Youth Hockey is scheduled to commence practices and games at the LA Kings Ice at Mammoth Lakes on November 27.

- **Mammoth Unified School District**
  - MHS Boys and Girls' Soccer continue to practice and host games at the Whitmore Sports Field on October 16.
  - Staff have submitted their annual MUSD Facilities Request and are awaiting confirmation.

- **First 5 Peapod Playgroups**

- Weekly playgroups continue to be held at the Community Center on Mondays and Tuesdays from 10am-11am.

STRENGTHEN ORGANIZATIONAL SYSTEMS, STRUCTURES AND OPERATIONS

Realign the Department's organizational structure to further the growth, quality, and efficient delivery of the Core Program Areas.

- The organizational chart for the Recreation Department has been realigned to further the development and success of the core program areas.

Continually improve the delivery of Core Program Areas by constantly measuring performance, utilize a data-driven approach, and implement a NEW community recreation management platform.

(1) Program and Facility Satisfaction Surveys

- Staff have developed a new Program Satisfaction Survey and have initiated the process of distributing the survey to all program participants throughout the year. Staff are now developing a Facility Satisfaction Survey to be distributed to all facility rentals.

(2) DaySmart Recreation

- Staff continue to build facility rentals and point of sale modules. Staff are currently purchasing new POS devices for the CRC.

(3) PlayCore Data Services Lab

- Staff are working with the CORE Data Service Lab on the new *data translation and storytelling platform*.

(4) NEW Parks and Recreation Department website

- The Town of Mammoth Lakes website is currently undergoing a redesign, scheduled to be completed in Fall 2023. Upon completion, the Parks and Recreation webpages within the TOML website will be subject to a redesign that will include navigational department headers, quick link features and a calendar.

(5) Recreation This Week

- Current users: 1009 – NOW SENT THROUGH DAYSMART PLATFORM
- A new one-page newsletter format was developed to encourage readability, distributed via the DaySmart Registration Platform. See Appendix for the October 19 edition.

(6) Social Media

- Mammoth Parks N Rec. Facebook Page – 3,062 followers (+31)
- Mammoth Parks N Rec. Instagram – 1,610 followers (+24)
- Mammoth Lakes Ice Facebook Page – 232 followers
- LA Kings Ice Mammoth Lakes Instagram – 73 followers
- Mammoth Whitmore Pool Facebook Page – 819 followers (+25)

(7) Brochures, flyers, and print ads.

- Staff are working on the new LA Kings Ice at Mammoth Lakes rack card and poster, in addition to flyers and print ads the Opening Night at LA Kings.

BUILD CAPACITY, TEAMWORK AND RECRUIT AND RETAIN THE BEST

Build capacity by aligning positions (responsibilities) and desired outcomes with professional, prepared, and passionate people.

(1) Workforce Development

- Staff are developing plans to actively build our workforce through engagement with Mammoth Mountain departments and employees.

(2) Professional Development

- Andrew McEachron attended a US Ice Rink Association refrigeration certification class.
- Mark Bell is scheduled to attend the annual California Aquatic Management School (CAMS) later this fall.

(3) Education and Networking

- Staff will be attending the Level 1 Referee USA Hockey class this fall.
- Staff are scheduled to attend the annual CPRS Parks and Recreation Conference in the Spring.

(4) Customer Service Training

- No update.

Build a high-performing Team by integrating the 5 C's into daily operations to achieve extraordinary results.

(1) Communicate (the what)

- Create shared understanding and awareness by frequent and effective vertical communication - establishes a shared vision, focus, common purpose and enduring connection.

(2) Connect (the why)

- Build genuine relationships and trust by positive interactions, shared experiences and honesty with each other that furthers and reinforces collaboration.

(3) Collaboration (the how)

- The team is better, stronger and more productive together by working together. Seek synergistic relationships, innovation and partnerships in all directions (internally and externally). Think WE before me…

(4) Commit (the do)

- It is each individual's unwavering commitment and accountability to the team that leads to extraordinary results. Goal is to empower team members to act with confidence and with the support of the entire team (empowered execution).

(5) Celebrate (All!)

- Recognition and acknowledgement of an individual's and the team's accomplishments needs to be celebrated!

Strategically Recruit, Retain and Recognize our Employees

(1) Recruitment Plan

- Staff are currently recruiting for winter seasonal staff.
- Current job postings include: Facilities Staff (Ice Rink), Sports Officials (hockey), Recreation Instructors (ice skating) and Parks Maintenance (seasonal).
- On November 1, 2023 Town Council approve the Resolution establishing the compensation schedules for limited-term employees. The compensation schedules shall be effective upon adoption, with rates of pay for limited-term employees effective October 30, 2023.
- Staff are developing a summer internship and recruitment plan to be directed at Recreation degree students in California (California State University – Long Beach, California Polytechnic State University – San Luis Obispo).

(2) Recognition Plan

- Congratulations to Warren Boling on his promotion to Maintenance Superintendent – overseeing our Parks Maintenance and Street Maintenance Divisions.
- Staff are reviewing recognition opportunities for seasonal staff but encourage spontaneous recognition.

Articles of Interest:

- **All Aboard!** https://recmanagement.com/articles/153947/all-aboard?utm_source=MagnetMail&utm_medium=email&utm_term=sbrown%40ci%2Emammoth%2Dlakes%2Eca%2Eus&utm_content=101623%5FRecReport&utm_campaign=NRPA%20Report%20Reveals%20Importance%20of%20Parks
- **Trends in Parks and Recreation** https://recmanagement.com/articles/153715/trends-parks-recreation-2023?utm_source=MagnetMail&utm_medium=email&utm_term=sbrown%40ci%2Emammoth%2Dlakes%2Eca%2Eus&utm_content=101623%5FRecReport&utm_campaign=NRPA%20Report%20Reveals%20Importance%20of%20Parks

Attachments:

- Recreation This Week – October 26, 2023

Community Recreation Center (CRC) Update

November 7, 2023

Construction Update









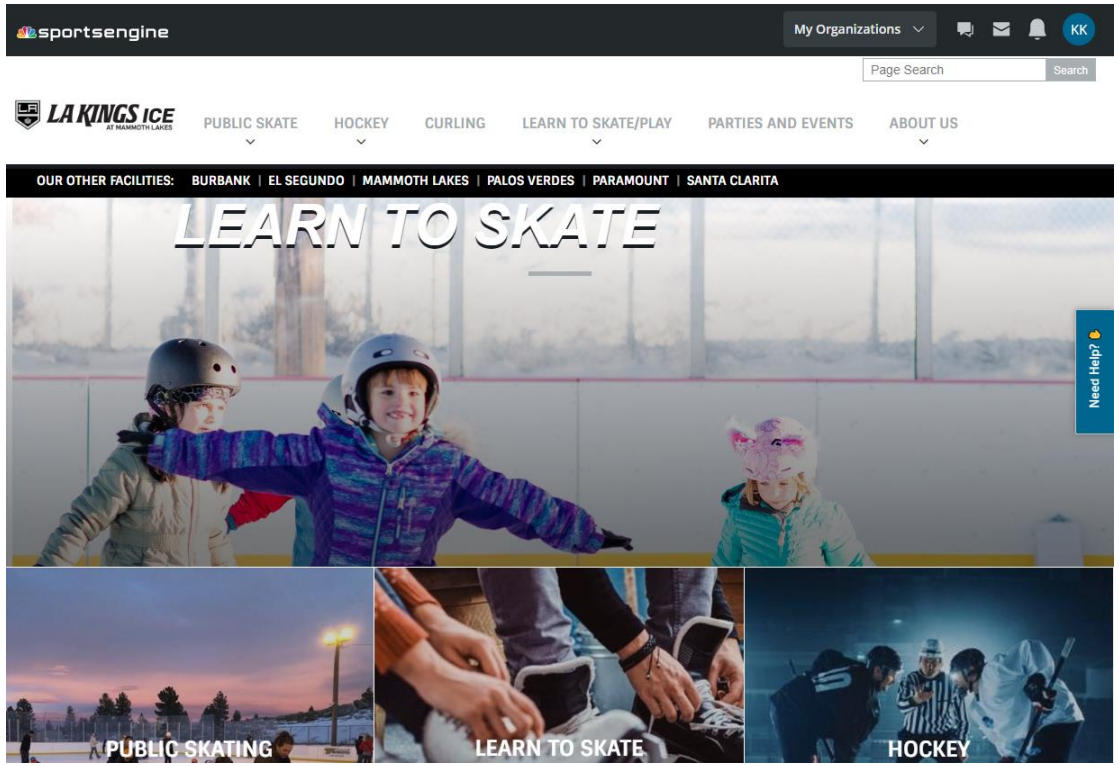
LA KINGS ICE
AT MAMMOTH LAKES

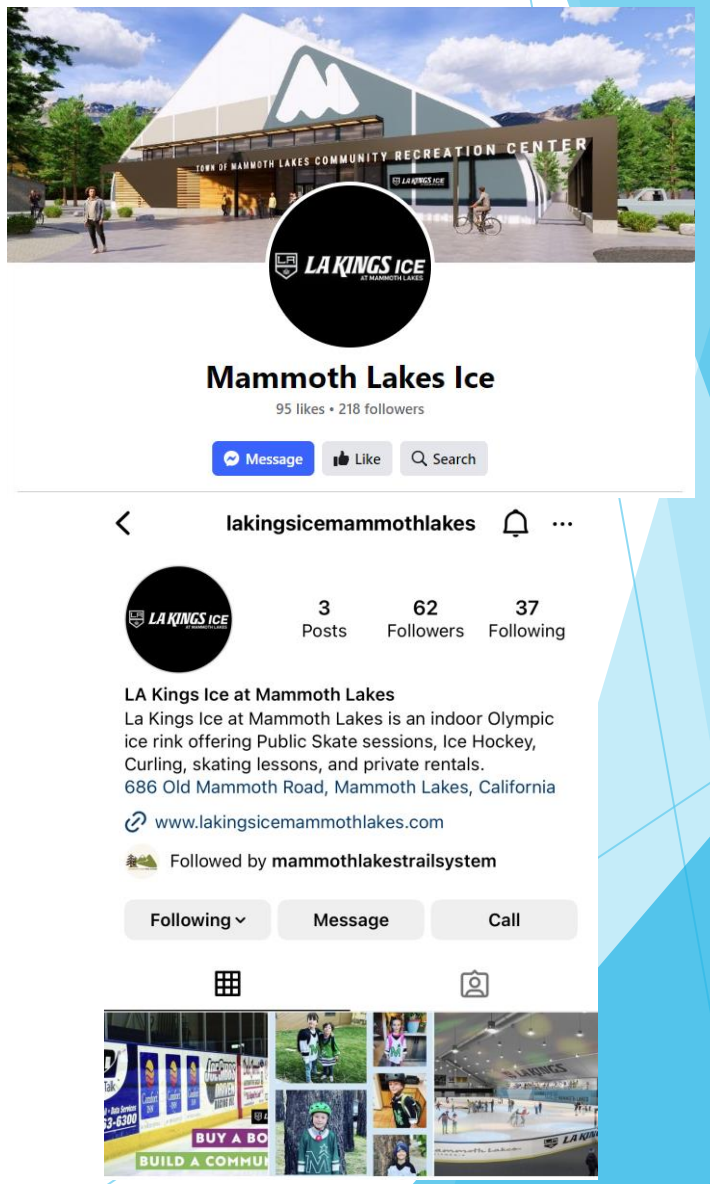
Staffing Updates

- **Staff**
  - Recreation Manager: Kat Kelly
  - Recreation Supervisor: Andrew McEachron
  - Site Coordinator: Mike Poisson
  - Asst. Site Coordinator: Dylan Van Kampen
- **Recruitment**
  - Facility Staff, Instructors (Skating), Sports Officials (Hockey)
- **Training**
  - US Ice Rink Association – Basic Arena Refrigeration Course
  - USA Hockey Official – Level 1 Certification (November 18 & 19)

LA KINGS ICE
AT MAMMOTH LAKES

Digital and Social Media Updates





www.LAKingsIceMammothLakes.com

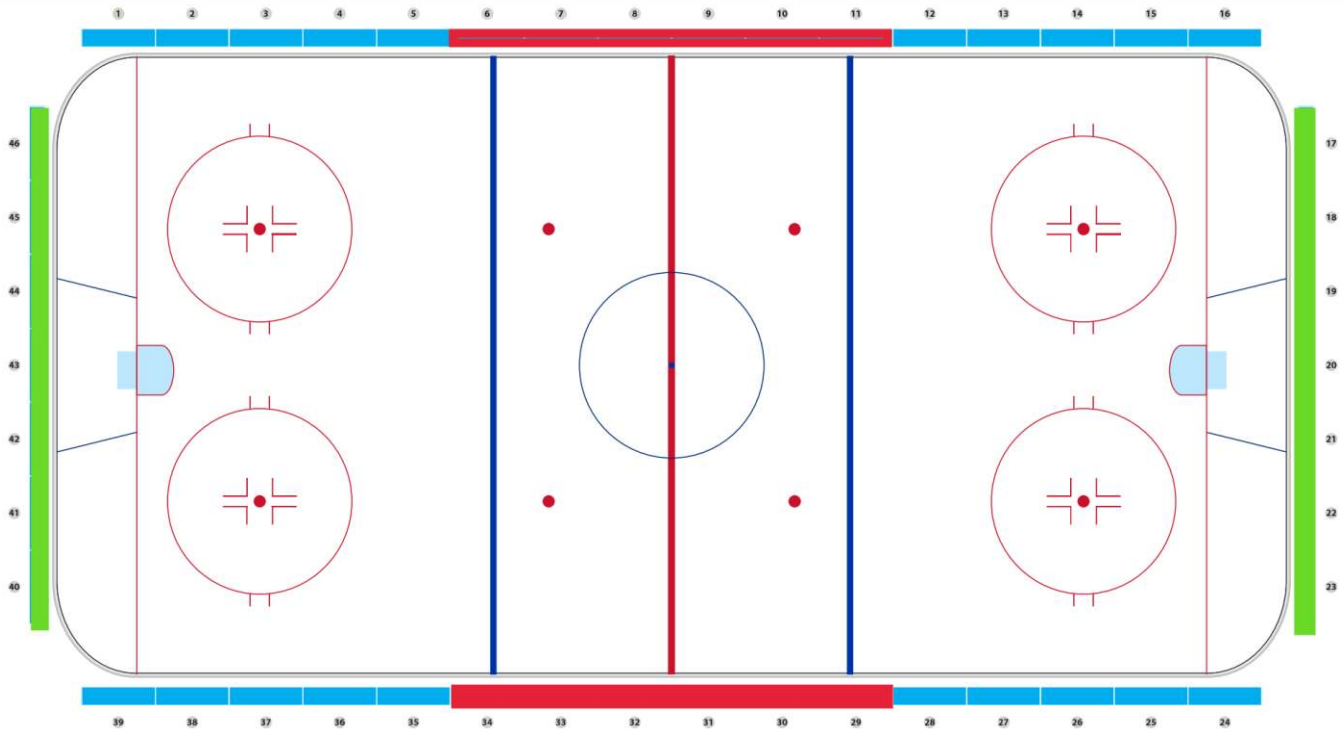
LA KINGS ICE
AT MAMMOTH LAKES

Sponsorship Updates



LA KINGS ICE
AT MAMMOTH LAKES

Sponsorship Updates







LA KINGS ICE
AT MAMMOTH LAKES

Sponsorship Updates





LA KINGS ICE
AT MAMMOTH LAKES

Upcoming Events

- **November 18 & 19**: LA Kings High School League Game (Ventura County Poseidon Gold at Bishop Union Broncos)
- **November 24:** Opening Celebrations and Ribbon Cutting Ceremony (Free Admissions and Rentals)
- **December 2 & 3:** LA Kings High School League Game (West Ranch Wildcats at Bishop Union Broncos)
- **December 9 & 10:** LA Kings High School League Game (Burbank Cougars White at Bishop Union Broncos)
- **December 21:** Skate with Santa

LA KINGS ICE
AT MAMMOTH LAKES

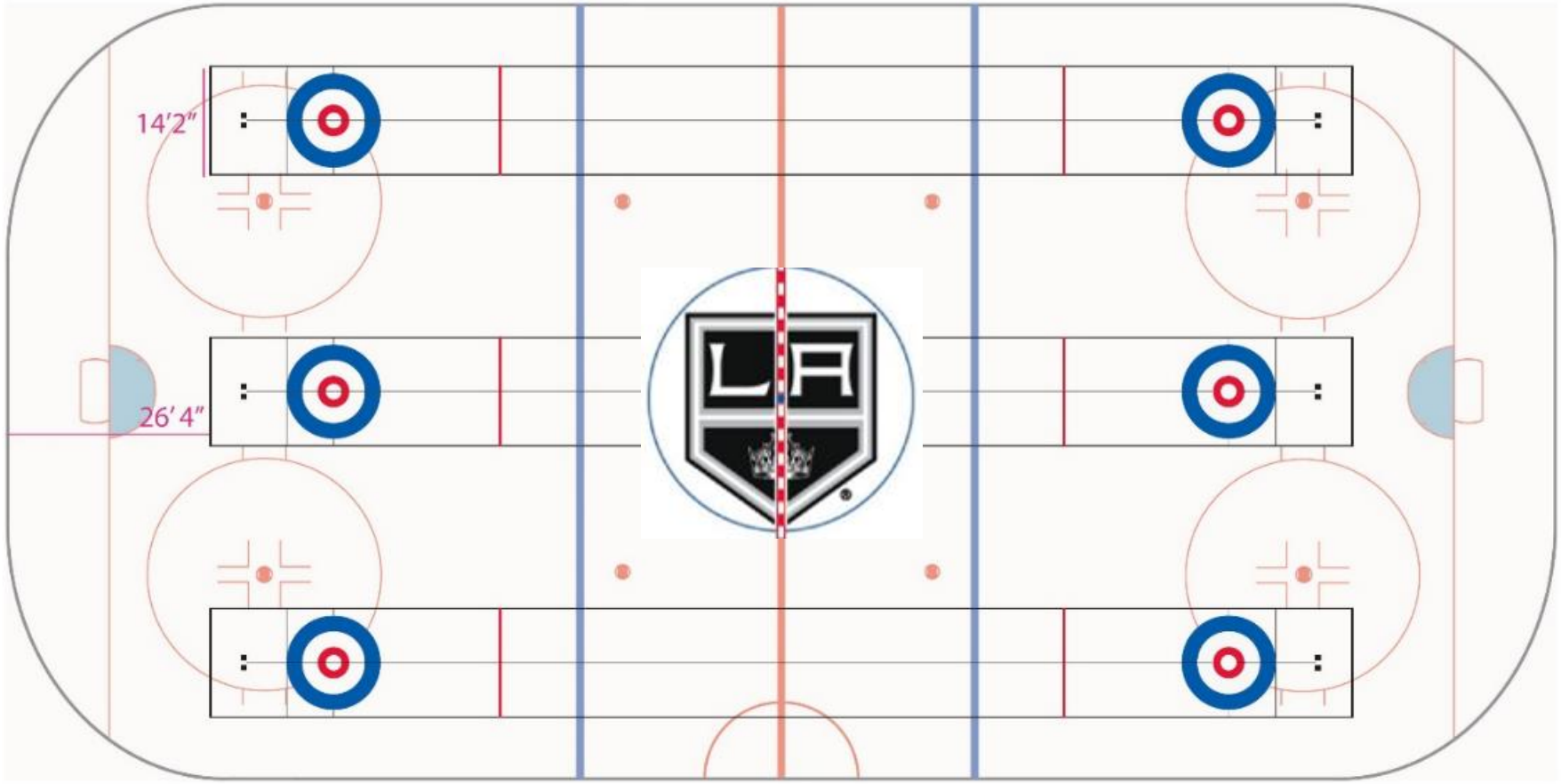
Winter Programming:

- Public Skate Sessions
- Mammoth Youth Hockey
- Adult Hockey League
- Adult Curling League
- Intro to Ice Sports youth program
- Intro to Ice Sports adult clinics
- Skating Lessons
- Community Ice Nights

LA KINGS ICE
AT MAMMOTH LAKES



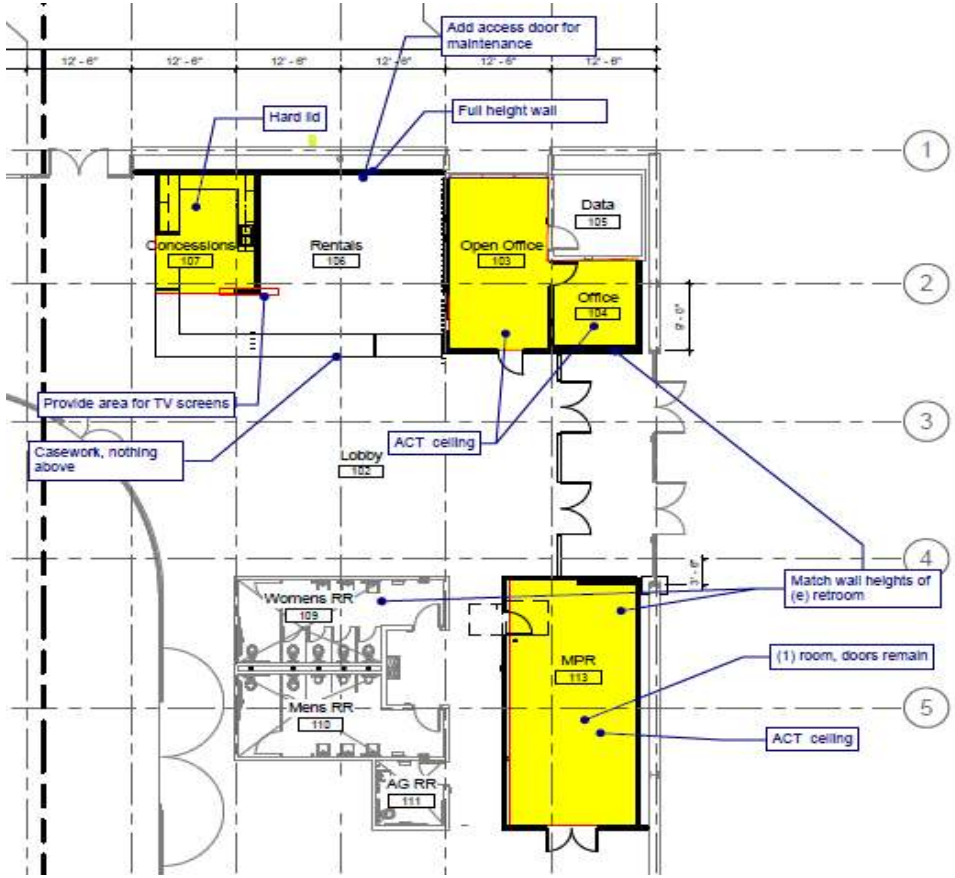
LA KINGS ICE
AT MAMMOTH LAKES

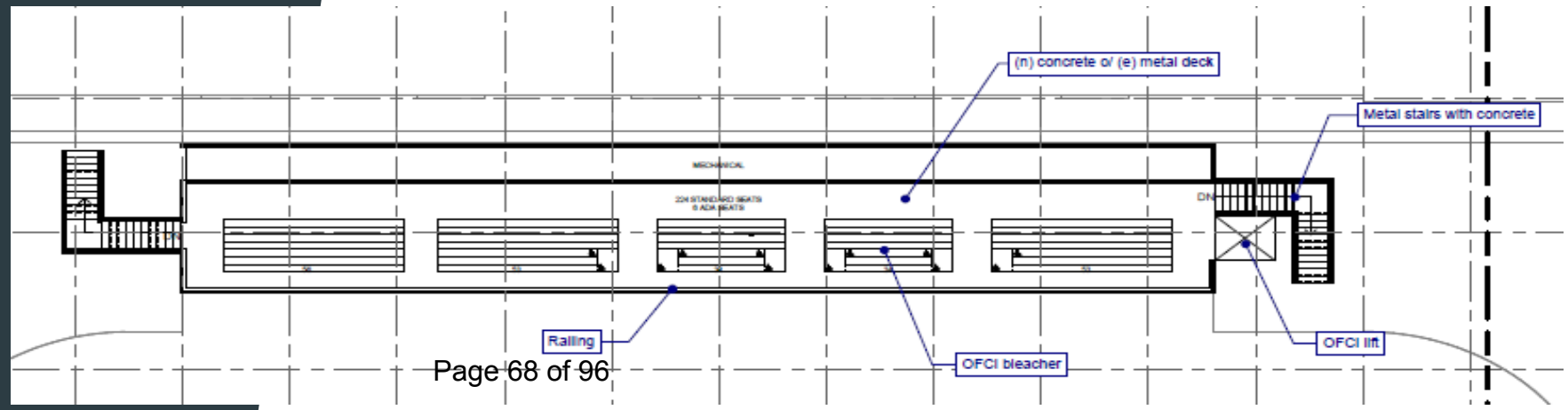


LA KINGS ICE
AT MAMMOTH LAKES

Phase 2 Plans

- Contracting with HMC Architects to prepare bid documents
- Includes small Multi-Purpose Room, office/rental/concessions space and elevated bleachers with seating for 224 people + 6 ADA seats.
- Approx. 20 – 24 week construction schedule





Questions?

Town of Mammoth Lakes ★ Parks & Recreation

RECREATION THIS WEEK!

Upcoming Programming



- Don't waste your time – Skip the Line and Register Online for the Haunted Halloween Party on Friday, October 27 from 5-7pm at the NEW Mammoth Lakes Pickleball Complex.
- The Dasherboard Sponsorship Program at the NEW Mammoth Lakes Community Recreation Center (CRC) is now OPEN online. Three spaces remain. Contact Kat Kelly for information.
- Upcoming dates for the calendar:
  November 13: Winter Registration OPENS online. (Skating lessons, Hot Shots Basketball, Intro to Ice Sports and more...)
  November 24: Public Opening of the NEW LA Kings Ice at Mammoth Lakes. Please join us at 4pm to celebrate with FREE admission and rentals at our very first Public Skate session.
- Parks and Recreation is currently recruiting for the following positions:
  - Recreation Facilities Staff (Ice Rink)
  - Recreation Instructor (Ice Skating)
  - Recreation Official (Ice Hockey)
- Parks and Facility Updates – Staff are preparing to winterize facilities and restrooms.

Community Recreation

- Devils Postpile National Monument will close for the remainder of the season on October 27. Reds Meadow Road construction continues - vehicle access on weekends ONLY. Please visit the website for information:
- The application period for Mono County's Community Support Grant Programs closes on November 5. Grant programs available include the Community Event Marketing Fund, Historical Societies Grant Program and Performing & Visual Arts Grant Program.
- Playhouse 395 and Mammoth Lakes Repertory Theatre presents 'Country Classics' at the Edison Theatre on October 27 & 28.
- Sierra Classic Theatre presents the 24th Annual Murder Mystery Dinner Theatre at various locations from November 5-15.
- Mammoth Youth Hockey registration closes November 1. Tony Colasardo Scholarships available for registration fees.
- ESIA's Eastern Sierra History Conference will be held October 27-29 at Cerro Coso Community College, Bishop Campus.

Community Events

- October 26: Biannual Mammoth Trails Meeting, Cellar Room at MBC, 6pm
- October 31: Halloween in The Trails, 5-8pm
- November 1: MAC Art & Wine Night – Round Weaving
- November 10: 2023/24 Mammoth Mountain Opening Day!
- Mammoth Lakes Events Calendar

ASK ABOUT OUR SCHOLARSHIPS
www.TonyColasardoScholarshipFund.com

MammothParksandRec.com • (760) 965-3690
ParksandRec@TownofMammothLakes.ca.gov • Mammoth Parks N Rec • Mammoth_ParksnRec

Mammoth Lakes Recreation Commission
Agenda Action Sheet

Title: Update on the Town of Mammoth Lakes 5-year Capital Improvement Plan (CIP) and the Maintenance and Enhancement of the Town's Recreation Infrastructure

Commission Meeting Date: 11/7/2023

Prepared by: Stuart Brown, Parks and Recreation Director
Haislip Hayes, Public Works Director/Town Engineer

Recommended Motion: Receive a presentation from staff on the Town's 5-year Capital Improvement Plan (CIP) and the proposed deferred maintenance program of work and provide consensus comments or direction.

Summary: The 5-Year CIP is the Town of Mammoth Lakes plan for short and mid-range capital facilities and infrastructure implementation. The plan is well coordinated with the ongoing maintenance of facilities and infrastructure as well as the development of new infrastructure. The CIP provides a linkage between the Town's General Plan, Strategic Priorities, the budget and various master planning documents, and provides a means for planning, scheduling, and implementing capital projects over the next five years.

Staff will present the 2022/23 Carryover Projects, 2023/24 & 2024/25 CIP Budget Outlook and 23/24 5-year CIP tables to the Commission. Staff is seeking comments or recommendations regarding the Parks and Recreation (PR) CIP items for 2024 and beyond.

A review of each and every park, facility and trail is performed by staff every year, including, if necessary, comprehensive evaluations by industry professionals. Park and recreation major maintenance projects identified in the program of work includes the maintenance location, and project description required to maintain the quality of experience for our residents and visitors.

Staff have identified and prioritized deferred maintenance projects for consideration by the Parks and Recreation Commission. Upon direction, a program of work will be developed including cost estimates and the required scope of work and timeframe for completion.

Mammoth Lakes Parks and Recreation Commission
Staff Report

Title: Update on the Town of Mammoth Lakes 5-year Capital Improvement Plan (CIP) and the Maintenance and Enhancement of the Town's Recreation Infrastructure.

Commission Meeting Date: November 7, 2023

Prepared by: Stuart Brown, Parks and Recreation Director
Haislip Hayes, Public Works Director/Town Engineer

Recommended Motion: *Receive a presentation from staff on the Town's 5-year Capital Improvement Plan (CIP) and the proposed deferred maintenance program of work and provide consensus comments or direction.*

A. Town of Mammoth Lakes 5-year Capital Improvement Plan (CIP)

On July 19, 2023, Town council approved the current version of the Capital Improvement Plan (CIP) that will be presented and discussed today.

Background information:
The 5-Year CIP is the Town of Mammoth Lakes plan for short and mid-range capital facilities and infrastructure implementation. The plan is well coordinated with the ongoing maintenance of facilities and infrastructure as well as the development of new infrastructure. The CIP provides a linkage between the Town's General Plan, Strategic Priorities, the budget and various master planning documents, and provides a means for planning, scheduling, and implementing capital projects over the next five years.

The 5-year CIP attempts to program the highest priority Capital Projects and Maintenance and Rehabilitation Projects over a five-year period. Projects included in the Five-Year CIP are generally non-recurring projects that generally cost $25,000 or more and have a long service life. CIP expenditures are considered beyond the scope of normal annual operating or maintenance expenditures and work programs. The CIP does not appropriate funds, it serves as a short to mid-range planning and budget tool that identifies projects and coordinates financing and timing.

CIP projects are reviewed to address the following needs:

- To address legal requirements such as ADA, safety requirements, or hazardous conditions.
- To extend the useful life and reduce maintenance costs of existing capital investments such as roads, MUP's, sidewalks, storm drains, curbs & gutters, and airport improvements.
- To address deferred maintenance in parks, the airport, and other town facilities.
- To support and enhance mandated and core services such as solid waste, emergency services, communications, drainage, pedestrian improvements, transit improvements, traffic signals and signage.
- To expand and improve community services and amenities such as the CRC, MACC, trails, and parks.
- To meet identified community needs and council strategic priorities such as affordable housing, parking, and mobility needs.

CIP Process Development
In 2021 Staff proposed that Town Council consider a Long-range CIP to manage and advance a number of the Town's strategic goals on a horizon exceeding the current 5-year CIP and to support the ongoing Development Impact Fee (DIF) Study. With direction from Town Council, Staff revised the 5-year CIP and the Long-range CIP and presented the documents to the Recreation Commission (November 1, 2022) and the Planning and Economic Development Commissions (December 13, 2022) with comments and recommendations incorporated into the CIP. Revisions to the CIP were presented to Council as part of the budget process and advanced during the June 21, 2023, budget presentation. After a Staff presentation and discussion by Town Council there was consensus to advance the draft document and associated projects.

Government Code Section 65401 requires the Town's planning agency to review and report on proposed CIP projects for conformity with the General Plan. The Planning and Economic Development Commission (PEDC) is the Town's designated planning agency. On July 12, 2023, Staff presented the draft CIP along with a matrix demonstrating each project's conformance with the General Plan. The Planning & Economic Development Commission adopted a resolution confirming that the 5-year CIP is consistent with the General Plan.

CIP Tables
Staff will present the 2022/23 Carryover Projects, 2023/24 & 2024/25 CIP Budget Outlook and 23/24 5-year CIP tables to the Commission.

Staff is seeking comments or recommendations regarding the Parks and Recreation (PR) CIP items for 2024 and beyond. Projects within this category are related to the numerous park facilities owned and managed by the Town. This category has been subdivided by park facility.

B. Maintain and Enhance the Town's Recreation Infrastructure

This discussion item addresses Strategic Priority Two: *Maintain and Enhance the Town's Recreation Infrastructure* listed in the Parks and Recreation Department 2023 Strategic Priorities and Key Objectives. This strategic priority includes the following objectives:

1. *Open and Operate the Community Recreation Center (CRC):*
    - LA Kings Ice at Mammoth Lakes
    - Mammoth RecZone

2. *Lead and/or support efforts to provide multi-purpose, year-round, indoor and outdoor recreation amenities in Mammoth Lakes. These projects include:*
    - Community Dog Park
    - Park at the Parcel
    - MACC/Edison Theatre
    - Outdoor courts (tennis/pickleball)
    - Bike Park/Pump Track
    - Bouldering Park, and
    - Mammoth Creek Park West play area.

3. *Enhance recreation infrastructure to improve user safety, improve operations, and overall guest experience: (1) Maintenance Best and NEXT practices, (2) Deferred Maintenance Program, (3) Amenities Enhancement Program.*

OBJECTIVE: *Open and operate the Community Recreation Center (CRC)*

- LA Kings Ice at Mammoth Lakes
- Mammoth RecZone

A. <u>LA Kings Ice at Mammoth Lakes (PR 1)</u>

- Key dates:
  - November 18/19 – LA Kings High School Hockey Games/USA Hockey Referee Certification Program
  - November 22 - Contractor completion date (subject to change)
  - November 24 – Open to the public and FREE Skate Night at 4pm
    - Town Council/Parks and Recreation Commission and Community Ribbon Cutting Ceremony.
  - November 25 – Winter operations at 12pm.
  - April, 2024 – Rink closure and conversion to the Mammoth RecZone



B. <u>Mammoth RecZone (PR 1)</u>

- Key dates:
  - May, 2024 – facility opens to the public
  - September, 2024 – facility closes to the public and is converted to ice for an October, winter 2024 opening.

C. <u>Community Recreation Center (CRC) Interior Improvements (PR 2)</u>

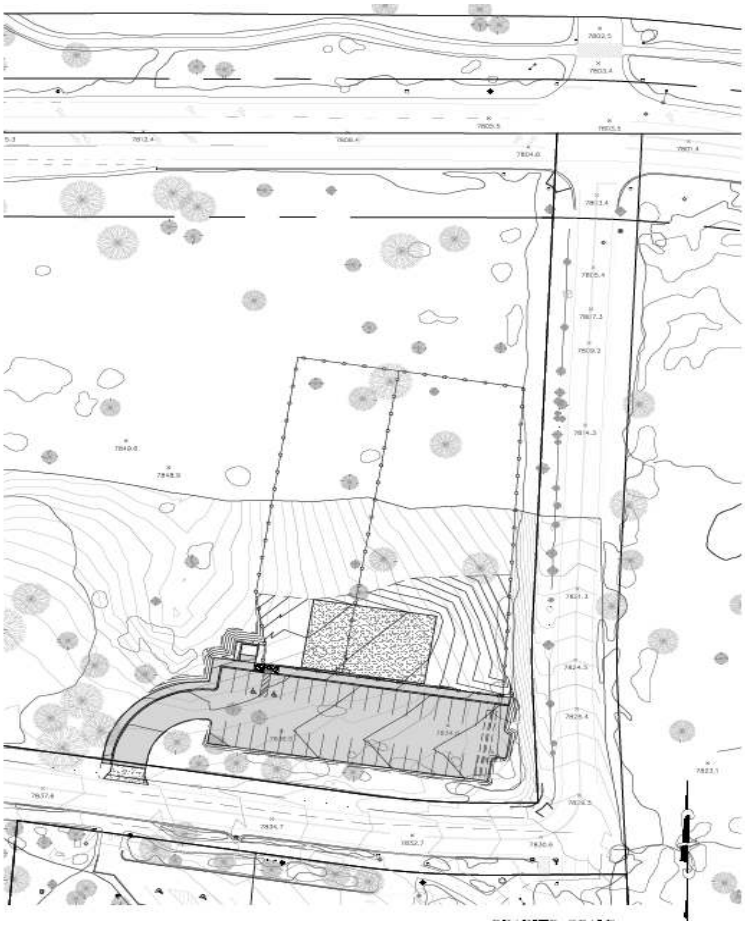
- Key dates:
  - TBD – Phase 2 Interior Build-Out public bid published.
    - Includes small multi-purpose room, office/rental/concessions space and elevated bleachers with seating for 224 people + 6 ADA seats.
    - Approx. 20 – 24-week construction schedule.

- This project is partially funded with Measure R ($700,000) and general fund monies ($350,000), totaling $1,050,000.

OBJECTIVE: *Lead and/or support efforts to provide multi-purpose, year-round, indoor and outdoor recreation amenities in Mammoth Lakes. CIP projects include:*

D. <u>Community Dog Park (PR 7)</u>

- On July 6, 2022, Town Council unanimously approved an agreement that outlines a planning effort on property owned by the Mammoth Lakes Foundation. The planning agreement includes an expanded theatre facility, childcare site, a temporary dog park and future housing site, parking, future amphitheater site, and temporary snow storage.
- The Town has set aside $200,000 to construct the temporary dog park - $50,000 was received from the T-Mobile grant.
- Concurrent with the MLF project, the Town has submitted a Use Permit Modification with Mono County to permit the construction and operation of a dog park at the Whitmore Recreation Area.
- Town Council awarded the Dog Park and Infrastructure bid to DG Construction. Work began on October 2 and is expected to take 6-8 weeks till completion.
- The project is fully funded and will be complete in FY2023/24.





Construction photo taken October 9, 2023

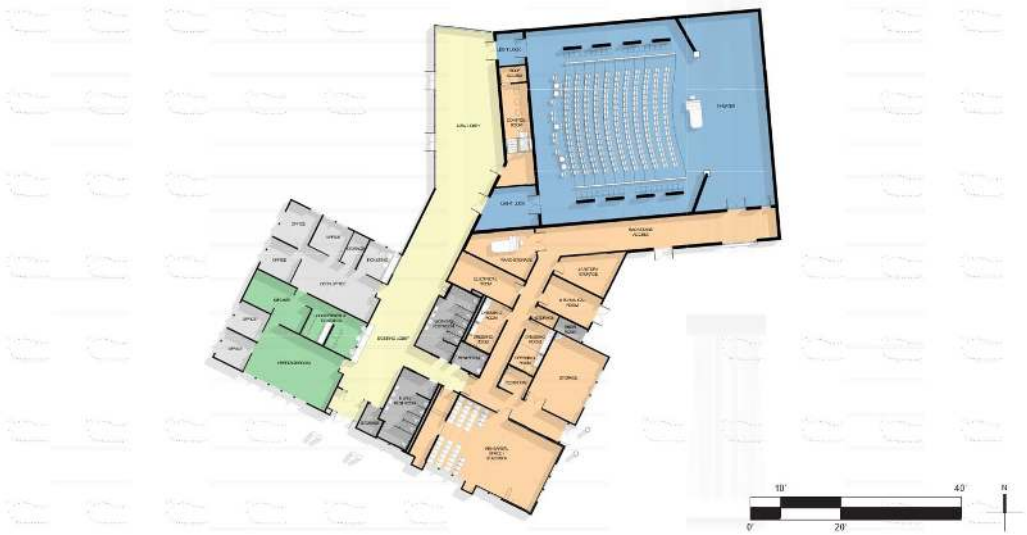
E. <u>Park at the Parcel (PR 12)</u>

- This project will build a play area for childcare operations and a public park for the residents and neighbors of The Parcel.
- On May 17, Town Council authorized the Town Manager to execute an Agreement with PlayCore Wisconsin, Inc., dba GameTime C/O Great Western Recreation, LLC, for the purchase and installation of playground equipment and park amenities at the Park at the Parcel in the amount of $547,936.08.
- The Agreement as described, represents the first phase of construction for the Park at the Parcel. Subsequent work includes the purchase and installation of a single stall prefabricated restroom, the childcare fence (fall 2023) along with site grading, trenching/installation of utilities and the construction of the concrete pathways, concrete seat walls, and amphitheater seating.
- Work is scheduled to commence this fall on the 2-5 childcare site and fence. The larger 5-12 year old playground, restroom and community amenities has been scheduled for installation next spring/summer.
- The project is fully funded and will be complete in FY2023/24.



F. <u>MACC/Edison Theatre (GF 9)</u>

- In collaboration with the Mammoth Lake Foundation, the Town received the Executive Summary produced by AMS Consulting for the proposed MACC providing recommendations for operations, programming and financial projections.
- The Mammoth Lakes Foundation is moving forward with a 2-phased plan to renovate Edison Hall, which will then support an addition of a 250-seat auditorium that will be connected to Edison Hall. The Edison Hall renovation is the first phase of the project and will commence this fall/winter using private donor funds raised by the Foundation, followed by the second phase which is the construction of the theatre utilizing public funds (Measure C bond and Measure U funds).
- The Foundation anticipates raising additional funds to complete Phase 2.
- The goal of the project is to complete the best possible facility to serve the community with the funds we have available. The project design has been informed by Bill Blake and AMS Research on the programming side, and theatre technical consultants Salas O'Brien retained by HMC.
- The current schedule is for Edison Hall to close for renovations this winter and reopen in summer. The existing Edison Theatre will be replaced with a smaller, black box rehearsal/theatre space (@30-40 seats) to create enough room for support facilities for the new, larger 250-seat theatre.
- Proposed site plans are illustrated below:



Floor Plan



G. <u>Outdoor Amphitheater (PR 11)</u>

- This site is located between the existing Edison Theatre Parking Lot and the community dog park currently under construction.
- Town Council allocated $300,000 for the design of the amphitheater space that staff will be utilizing this fall/winter for the development of conceptual designs.
- Staff will be scheduling site walks with user groups to gather valuable input to assist in the design of the space and associated amenities.
- Funding for the construction of this project is not secured.

H. Outdoor Courts (tennis/pickleball)

Community Center Tennis Courts 5/6

- On March 1, 2023, Town Council approved an Agreement with AllSport America, Inc. for the installation of a Sport Court Modular Overlay Surface on Community Tennis Courts 5/6 in the amount of **$175,000.**
- Tennis courts 5/6 re-opened for play in mid-September receiving favorable reviews from our local tennis community and our Xtreme Tennis Kids Pros.
- A Ribbon Cutting Ceremony was conducted on Wednesday, October 4 at 3:00pm for the tennis courts (1000 Forest Trail) and at 3:30pm for the Pickleball Complex (416 Sierra Park Road). Thank you all for attending!
- This CIP project is complete.





Pickleball Complex

- On March 1, 2023, Town Council approved an Agreement with AllSport America, Inc. for the installation of six (6) regulation Pickleball Courts on the old ice rink site in the amount of **$100,000.**
- The new Pickleball Complex opened for play on Friday, September 29, 2023. The facility is open between the hours of 8am and dusk and is available on a first-come, first-serve basis. Complimentary pickleball paddles and balls are available for the public to use this fall at the courts.
- MUSD/MCOE and Town Parks and Recreation programs will have priority use. Parks and Recreation staff will be looking to provide adult pickleball clinics and host recreational community tournaments during the summer/fall months.
- The inaugural Doubles Pickleball Tournament took place on Saturday, October 21 with 8 teams competing for the 1st place prize and bragging rights!
- The complex will be closed during the winter season.
- This CIP project is complete.





Bike Park/Pump Track (PR 9)

- The bike park concept/pump track is identified in the Town of Mammoth Lakes 2022/23 Capital Improvement Plan (CIP).
- The proposed Mammoth Creek Park East site under permit from the Inyo National Forest is not a permissible location - staff are exploring other viable sites.
- The community Bike Park Advocacy Group drafted a project overview that includes the following goals, scope and site amenities.
    - The goal of the Mammoth Lakes Bike Park is to create a free-to-use public access bike skills and learning center, "bike park", for the community of Mammoth Lakes and its visitors. The proposed town-managed bike park aims to create an inclusive, inviting and accessible state-of-the-art bike skills and learning center directed towards all ages and user groups.
    - The Mammoth Lakes Bike Park will be a 3-acre site ideally integrated into an existing town park area and designed for all recreationalists from first time bikers to life-long veterans. The facets of the bike park will range from beginner-friendly open dirt features to more advanced dirt jumps, with a set of basic amenities to accommodate the visitors of the park.
    - The ideal siting of the Mammoth Lakes Bike Park is to be directly adjacent to a town community center. The bike park can utilize the resources of a town park or community center and add value to that site by attracting more visitor groups while sharing the necessary amenities of that community center to keep the cost of the bike park design lower. The bike park will need access to public parking, bathrooms, trash cans, a source of water and be near public transit. The site must be on a flat to mild pitch site of a relatively open area. The bike park aims to be a low-impact, sustainable resource with low cost of upkeep to create a high benefit to cost ratio.
- Funding is not secured for this project.
- Images from the Bijou Bike Park visually represent a layout for consideration.



Municipal Bouldering Park (PR 10)

- The Bouldering Park is a complementary amenity to the Bike Park/Pump Track concept and to the CRC and recreation destination concept.
- This project requires a viable site that has not been determined at this time.
- Funding is not secured for this project.

Mammoth Creek Park West Play Area (PR 14)

- This site includes rehabilitating the natural grass area, bouldering space, fencing, park signage, picnic tables, pathways and the installation of a pavilion for small community performances, picnics, camps, etc.
- Town Council allocated $500,000 for this project.
- This project will be designed and published for bid this winter for completion in 2024.
- Scheduled completion Fall, 2024.



OBJECTIVE: *Enhance recreation infrastructure to improve user safety, improve operations, and overall guest experience: (1) Maintenance Best and NEXT practices, (2) Deferred Maintenance Program, (3) Amenities Enhancement Program.*

Parks Maintenance and Improvements - Deferred Maintenance Projects (PR 3)

- $200,000 has been identified as a placeholder for the FY 2024/25 budget.
- A review of each and every park, facility and trail is performed by staff every year, including, if necessary, comprehensive evaluations by industry professionals. Park and recreation major maintenance projects identified in the program of work includes the maintenance location, and project description required to maintain the quality of experience for our residents and visitors.
- Maintenance costs are typically expenses for routine actions that keep our existing parks and facilities in their original condition, while capital expenditures are investments that increase the value of our parks and facilities.
- Both routine and preventive maintenance activities are conducted to restore the asset's physical condition and/or operation to a specified standard, prevent further deterioration, replace or substitute a component at the end of its "useful life," serve as an immediate but temporary repair, or address ongoing maintenance requirements. Conversely, a capital

improvement is typically greater than $25,000 invested to increase an asset's condition beyond its original or current state.

The criteria and prioritization of capital and deferred maintenance items is as follows:

A. Repairs or replacement(s) needed to bring recreation infrastructure to a sound, safe, and fully habitable condition.
B. Any items which pose a potential hazard to the health, safety, or well-being of building occupants or recreation users such as structural deterioration and failures, tripping hazards, building code violations or non-compliant ADA features.
C. Maintenance items or non-working systems or components that have exceeded their expected useful life and require replacement or upgrade.

Other factors for consideration include:

- Provide the greatest impact for the most community users – high visitation areas.
- Minimal increase to current financial maintenance obligations.
- Opportunity for leveraged funds or in-kind support.
- Assist in the efficient delivery of existing scheduled parks maintenance work efforts.

Staff have identified and prioritized the following deferred maintenance projects for consideration by the Parks and Recreation Commission.

- Yellow = Recommended projects
- Green = Funded and scheduled projects

Location	Project Description	Rating
Shady Rest Park	Asphalt pad for pedestal water fountain	B
Shady Rest Park	Parking lot crack seal, recoat and stripe	B
Shady Rest Park	Skatepark surface repair (failing asphalt-skater hazard)	B+
Shady Rest Park	Resurface Multi-use Paths	C
Shady Rest Park	Replacement of playground bathrooms (need additional capacity and is non-ADA)	B+
Shady Rest Park	Resurface 1/2 court basketball court and ~~install new backboard, hoop/net~~	A
Mammoth Creek Park West	Replace engineered wood fiber in sections of inclusive playground and new section between CRC deck and playground – incorporated in larger park project	A
Mammoth Creek Park West	Rehabilitation of grass and bouldering area	A
Whitmore Recreation Area	Ball Field 3 infield maintenance (grass/dirt transition)	B
~~Whitmore Recreation Area~~	~~Ball Field 3 Warning Track~~	~~B~~
~~Whitmore Recreation Area~~	~~Ball Field 2 resize to Little League/HS dimensions~~	~~A~~
Whitmore Recreation Area	Ball Field 1 resize to Little League/HS dimensions	C
Whitmore Recreation Area	Parking Lot Rehabilitation (new base/slurry)	C
Whitmore Recreation Area	NEW Winterized and larger restroom with drinking/bottle fountain	C
Whitmore Recreation Area	Track maintenance (repair and repaint lanes 1-9)	B
~~Whitmore Pool~~	~~Replace lap pool lane lines~~	~~A~~
Whitmore Pool	~~Entry gate repair~~ and diving platform covers	B+

~~Community Center Tennis Courts~~	~~Courts 5&6 surface rehabilitation and installation of Sport Court modular tiles, new net posts and striping ($175,000)~~	~~B~~
Community Center Tennis Courts	Rehabilitate courts 3&4 with installation of Sport Court modular tiles, new net posts and striping (est. $175,000)	B
Community Center Tennis Courts	Repair damaged fencing from 2022/23 winter	
Volcom Brothers Skate Park	Concrete repair and new features (JLA Project)	C
Trails End Park	Install additional engineered wood fiber	B
Pickleball Complex	Repair damaged fencing from 2022/23 winter	B
Pickleball Complex - Multi-Use Facility (old ice rink) – PR 13	Removal of temporary trailer, repair/paint concession/restroom building	A
Multi-Use Paths (Cracks = 1" or greater)	• MCP tunnel to Minaret Road - 10 • Minaret Rd. to Snowcreek Reservations - 10 • Snowcreek Reservations to MLFD #2 Fire Station - 4 • MLFD #2 Fire Station to Waterford Bridge - 4 • Waterford Bridge to Eagle Lodge - 28 • Eagle Lodge to Majestic Pines Road - 9 • Majestic Pines Road to Sierra Star GC - 25 • Sierra Star to Minaret Road - 8 • Minaret Road to South Frontage Road - 8 • Forest Service Compound to Welcome Center - 36 • Main Street (203) Tunnel - 2	B

FY 2024/25 Proposed projects and cost estimates for consideration include:

2024/25 Parks Maintenance and Improvements		
Project	**Scope**	**Cost Estimate**
Whitmore Recreation Area	Ball Field 3 infield maintenance (grass/dirt transition)	**$ 15,000.00**
Whitmore Recreation Area	Track maintenance (repair and repaint lanes 1-9)	**$ 50,000.00**
Community Center Tennis Courts	Repair damaged fencing from 2022/23 winter	**$ 25,000.00**
Pickleball Complex	Repair damaged fencing from 2022/23 winter	**$ 15,000.00**
Community Center Tennis Courts	Rehabilitate courts 3&4 with installation of Sport Court modular tiles, new net posts and striping	**$ 175,000.00**
		$ 280,000.00

Staff is seeking comments or recommendations from the Commission regarding the Parks and Recreation deferred maintenance projects listed above.

Upon direction from the Parks and Recreation Commission, a program of work will be developed including cost estimates and the required scope of work and timeframe for completion. Staff will meet with the PW Engineering team as some of these projects have to be publicly bid and conform with the Town's purchasing ordinance. As funding allows, projects will firstly be contracted allowing parks maintenance staff to continue to perform their assigned responsibilities, however, staff understands that this program of work will require flexibility and diligence in completing on time and on budget.

Staff will provide monthly updates on this program of work at regular meetings of the Parks and Recreation Commission.

Attachments

A. Capital Improvement Plan (CIP) Tables 1 - 4

TABLE 1 - CIP Budget Outlook for 22/23 Carry Over to 23/24															
Project #	22/23 - Project	Phase	TOML - GF Committed	STIP	M - U	M - R	SC DIF	Mello Roos	P&R DIF	Transit Reserves	Assessment District	SB1	Other	Grants / Donations	Totals	Project Total
AF1	The Housing Now! Initiative (245)		$10,209,183												$10,209,183	$13,251,617
AF3	60 Joaquin Affordable Housing Project	CON	$2,700,000												$2,700,000	$2,700,000
AF4	IIG Parcel Infrastructure (Town Infrastructure)	CON												$11,000,000	$11,000,000	$11,000,000
AP8	AWOS Upgrades	CON												$540,718	$540,718	$540,718
GF6	Fuel Island Replacement	CON	$600,000												$600,000	$600,000
GF8	Communications System	CON	$1,500,000												$1,500,000	$1,500,000
GF9	Mammoth Arts and Cultural Center (MACC)	CON			$2,500,000										$2,500,000	$2,500,000
GF11	Edison Theater Improvements	CON	$100,000												$100,000	$100,000
GF12	Foundation Child Care Facility	CON	$1,950,000												$1,950,000	$1,950,000
GF14a	Civic Center - Town Hall Planning	PS&E												$1,900,000	$1,900,000	$1,900,000
GF16a	Parcel Child Care Facility Support - Indoor Improvements	CON					$160,000								$160,000	$160,000
GF16b	Parcel Child Care Facility Support - Outdoor & Playground Improvements	CON	$250,000												$250,000	$250,000
GF17	Removal of Portables from Mammoth High School	CON	$18,000												$18,000	$50,000
PR1	Community Recreation Center	CON	$2,190,000		$2,625,620	$9,630,000		$464,401	$275,000					$14,821	$15,199,842	$15,199,842
PR1a	Community Recreation Center Mob Hub	CON	$900,000		$464,380					$315,640			$80,000		$1,760,020	$1,760,020
PR2	Community Recreation Center Interior Improvements	CON				$700,000									$700,000	$1,050,000
PR3	Parks Maintenance & Improvements	CON	$425,000												$425,000	$425,000
PR7	Dog Park	CON	$150,000											$50,000	$200,000	$250,000
PR7a	Multi-use Parking and Amenities	CON	$750,000												$750,000	$750,000
PR12	Park at the Parcel	CON	$859,289											$268,000	$1,127,289	$1,127,289
SS1	Old Mammoth Road Beautification	CON									$500,000				$500,000	$500,000
SS2	Main Street Landscaping	CON	$250,000												$250,000	$250,000
SS3	Trail and Municipal Signage Updates	CON	$25,000												$25,000	$25,000
ST13	Chapparal Extension	CON										$1,978,318			$1,978,318	$1,978,318
SW1	Laurel Mountain Sidewalks/Street Rehab (Storm Drain, Streetlights Sidewalks)	CON	$984,107	$664,000								$903,434		$680,600	$3,232,141	$3,232,141
TR5	Sherwin Area Trails													$515,597	$515,597	$515,597
TT7	Village Parking and Pedestrian Improvements - Pending Grant/Other Funding	PLAN	$200,000												$200,000	$200,000
TT8	SR203 (Main Street) Pedestrian Beacons (HSIP Grant)	CON										$50,000		$191,400	$241,400	$241,400
TT9	Parking at Parcel (50+ Spaces)	CON	$150,000												$150,000	$150,000
			$14,001,396	$664,000	$5,590,000	$10,330,000	$160,000	$464,401	$275,000	$315,640	$500,000	$2,931,752	$80,000	$15,161,136	$60,682,508	$64,156,942

TABLE 2 - CIP Budget Outlook for 23/24															
Project #	23/24 - Project	Phase	TOML - GF Uncommitted	TOML - GF Committed	M - U	SC DIF	STIP	Assessment District	Transit Reserves	SB1	LTC - RPA / PPM	Other	Grants / Donations	Totals	Project Total
AF1	The Housing Now! Initiative (245)			$3,042,434										$3,042,434	$13,251,617
AP2	8 bay ARFF/Snow Removal Maint Facility, Utilities, Access Road, & Apron	CON											$650,000	$650,000	$650,000
AP9	Parking Lot	CON											$104,000	$104,000	$104,000
GF3	ADA Specific Improvements	CON												$25,000	$125,000
GF9	Mammoth Arts and Cultural Center (MACC)	CON	$300,000											$300,000	$2,800,000
GF14b	Civic Center - Town Hall Construction	CON											$12,600,000	$12,600,000	$12,600,000
GF17	Removal of Portables from Mammoth High School	CON	$32,000											$32,000	$50,000
PR2	Community Recreation Center Interior Improvements	CON			$350,000									$350,000	$1,050,000
PR11	Outdoor Amphitheater	Plan			$300,000									$300,000	$300,000
PR13	2023 Disaster fencing, playground and parks repairs	CON		$200,000										$200,000	$200,000
SS3	Trail and Municipal Signage Updates	CON		$25,000										$25,000	$125,000
SS4	Winter Animation and Decorations (Purchase Additional Décor and Install/Remove Annually)	CON		$35,000										$35,000	$140,000
SS5	2023 Disaster signage and streetscapre repairs			$200,000										$200,000	$200,000
ST14	2023 Emergency Road Work Project	CON		$500,000										$500,000	$500,000
TR3	Sherwin Trail Head Improvements	CON											$953,414	$953,414	$953,414
			$332,000	$4,002,434	$650,000	$0	$0	$0	$0	$0	$0	$0	$14,307,414	$19,316,848	$33,049,031

TABLE 3 - CIP Budget Outlook for 24/25									
Project #	23/24 - Project	Phase	TOML - GF Uncommitted	TOML - GF Committed	STIP	Assessment District	Grants / Donations	Totals	Project Total
AP4	Rehabilitate Tee-Hangar Taxilanes	CON					$1,839,000	$1,839,000	$1,839,000
GF3	ADA Specific Improvements	CON	$25,000					$25,000	$125,000
PR3	Parks Maintenance & Improvements	CON	$200,000					$200,000	$200,000
SS2	Main Street Landscaping	CON				$45,000		$45,000	$385,000
SS3	Trail and Municipal Signage Updates	CON	$25,000					$25,000	$125,000
SS4	Winter Animation and Decorations (Purchase Additional Décor and Install/Remove Annually)	CON	$35,000					$35,000	$140,000
ST2	Streets and MUP Rehabilitation Projects	CON	$2,500,000					$2,500,000	$2,500,000
TR2	Main Street South Side MUP Gap Closure (Town Loop)	CON			$250,000			$250,000	$250,000
TT7	Village Parking and Pedestrian Improvements - Pending Grant/Other Funding	Plan	$3,250,000					$3,250,000	$3,450,000
		CON							
			$6,035,000	$0	$250,000	$45,000	$1,839,000	$8,169,000	$9,014,000

TABLE 4 - 23/24 5 year CIP									
Page	Project #	Description	Previous & Carry over	23/24	24/25	25/26	26/27	27/28	Total
Affordable Housing									
	AF1	The Housing Now! Initiative (245)	$10,209,183	$3,042,434					$13,251,617
	AF3	60 Joaquin Affordable Housing Project	$2,700,000						$2,700,000
	AF4	IIG Parcel Infrastructure (Town Infrastructure)	$11,000,000						$11,000,000
Airport									
	AP2	8 bay ARFF/Snow Removal Maint Facility, Utilities, Access Road, & Apron		$650,000					$650,000
	AP3	Wildlife Security Fence				$1,945,000			$1,945,000
	AP4	Rehabilitate Tee-Hangar Taxilanes			$1,839,000				$1,839,000
	AP5	Runway RSA and OFA Grading				$3,840,000			$3,840,000
	AP6	Terminal Building, Apron, Deicing					$39,390,000		$39,390,000
	AP7	Construct 15' Taxiway Shoulders						$1,397,000	$1,397,000
	AP8	AWOS Upgrades	$540,718						$540,718
	AP9	Parking Lot		$104,000					$104,000
General Facilities									
	GF3	ADA Specific Improvements		$25,000	$25,000	$25,000	$25,000	$25,000	$125,000
	GF4	Snow Pit Land Acquisition/New Permit							$0
	GF5	USFS Small Parcel Land Acquisition (MCP-East, CC, Forest Trail)							$0
	GF6	Fuel Island Replacement	$600,000						$600,000
	GF7	Biomass Facility							$0
	GF8	Communications System	$1,500,000						$1,500,000
	GF9	Mammoth Arts and Cultural Center (MACC)	$2,500,000	$300,000					$2,800,000
	GF10	Community Center at Parcel (Future Phase Addition)							$0
	GF11	Edison Theater Site Improvements	$100,000						$100,000
	GF12	Foundation Child Care Facility	$1,950,000						$1,950,000
	GF14a	Civic Center - Town Hall Planning	$1,900,000						$1,900,000
	GF14b	Civic Center - Town Hall Construction		$12,600,000					$12,600,000
	GF16a	Parcel Child Care Facility Support - Indoor Improvements	$160,000						$160,000
	GF16b	Parcel Child Care Facility Support - Outdoor & Playground Improvements	$250,000						$250,000
	GF17	Removal of Portables from Mammoth High School	$18,000	$32,000					$50,000
Police Department									
	PD1								$0
Parks and Recreation									
	PR1	Community Recreation Center	$15,199,842						$15,199,842
	PR1a	Community Recreation Center Mob Hub	$1,760,020						$1,760,020
	PR2	Community Recreation Center Interior Improvements	$700,000	$350,000					$1,050,000
	PR3	Parks Maintenance & Improvements	$425,000		$200,000	$150,000	$150,000		$925,000
	PR7	Dog Park	$200,000						$200,000
	PR7a	Multi-use Parking and Amenities	$750,000						$750,000
	PR8	Whitmore Park Improvements (Restrooms, Locker Rooms, Trails) - Grant Pending						$3,000,000	$3,000,000
	PR9	Pump Track							$0
	PR10	Municipal Bouldering Park							$0
	PR11	Outdoor Amphitheater		$300,000					$300,000
	PR12	Park at the Parcel	$1,127,289						$1,127,289
	PR13	2023 Disaster fencing, playground and parks repairs		$200,000					$200,000
Storm Drain									
	SD1	Storm Drain Construction Plans (John Muir and Davison)							$0
Streetscape and Signage									
	SS1	Old Mammoth Road Beautification	$500,000						$500,000
	SS2	Main Street Landscaping	$250,000		$45,000	$45,000	$45,000		$385,000
	SS3	Trail and Municipal Signage Updates	$25,000	$25,000	$25,000	$25,000	$25,000		$125,000
	SS4	Winter Animation and Decorations (Purchase Additional Décor and Install/Remove Annually)		$35,000	$35,000	$35,000	$35,000		$140,000
	SS5	2023 Disaster signage and streetscapre repairs		$200,000					$200,000
Streets									
	ST2	Streets and MUP Rehabilitation Projects			$2,500,000	$500,000	$500,000		$3,500,000
	ST6	SB1 Projects					$185,000		$185,000
	ST10	2021 SB1 Project (Curb and Gutter Replacement P3, Street Rehab, etc.)				$444,400			$444,400
	ST12	Bluffs Assessment District Maintenance Project - Fog Seal				$10,000			$10,000
	ST13	Chapparal Extension	$1,978,318						$1,978,318
	ST14	2023 Disaster Road Work Project		$500,000					$500,000
Sidewalks									
	SW1	Laurel Mountain Sidewalks/Street Rehab (Storm Drain, Streetlights Sidewalks)	$3,232,141						$3,232,141
Trails									
	TR2	Main Street South Side MUP Gap Closure (Town Loop)			$250,000				$250,000
	TR3	Sherwin Trail Head Improvements		$953,414					$953,414
	TR5	Sherwin Area Trails	$515,597						$515,597
Transit and Mobility									
	TT4	Old Mammoth Road Transit Shelter (Replacement of CJ/Vons)				$160,000			$160,000
	TT5	Intelligent Transit System Improvements - Real Time Transit Information							$0
	TT7	Village Parking and Pedestrian Improvements - Pending Grant/Other Funding	$200,000		$3,250,000				$3,450,000
	TT8	SR203 (Main Street) Pedestrian Beacons (HSIP Grant)	$241,400						$241,400
	TT9	Parking at Parcel (50+ Spaces)	$150,000						$150,000
		TOTALS	$60,682,508	$19,316,848	$8,169,000	$7,179,400	$40,355,000	$4,422,000	$140,124,756

Mammoth Lakes Recreation Commission
Agenda Action Sheet

Title: Joint Meeting Agenda for Workshop with Mammoth Lakes Recreation (MLR)

Commission Meeting Date: 11/7/2023

Prepared by: Stuart Brown, Parks and Recreation Director

Recommended Motion: Determine agenda items for Workshop with Mammoth Lakes Recreation (MLR) scheduled for November 14, 2023 at 5:00pm.

Summary: The stated mission of the Parks and Recreation Department is to *"provide multi-purpose, year-round, indoor and outdoor recreation opportunities accessible to all residents and visitors."* This mission requires the participation and collaboration with our recreation partners and those organizations that work to advance and advocate for the enhancement of community/regional recreation facilities and amenities.

The Commission has scheduled a 60-minute joint workshop with the MLR Board on Tuesday, November 14, 2023 at 5:00pm. To prepare for the joint workshop, staff has drafted discussion items for the Commission to discuss and finalize.

Mammoth Lakes Parks and Recreation Commission
Staff Report

Commission Meeting Date: November 7, 2023 **Date Prepared**: October 9, 2023

Title: Determine agenda items for Workshop with Mammoth Lakes Recreation (MLR)

Prepared by: Stuart Brown, Parks and Recreation Director

Agenda: Discussion Item

Background Information: The stated mission of the Parks and Recreation Department is to *"provide multi-purpose, year-round, indoor and outdoor recreation opportunities accessible to all residents and visitors."* This mission requires the participation and collaboration with our recreation partners and those organizations that work to advance and advocate for the enhancement of community/regional recreation facilities and amenities.

The Commission has scheduled a 60-minute joint workshop with the MLR Board on Tuesday, November 14, 2023 at 5:00pm. To prepare for the joint workshop, staff has drafted discussion items for the Commission to discuss and finalize.

Proposed Discussion items:

1. Introductions and review of agenda

2. Present and discuss the 2023 Parks and Recreation Department Strategic Priorities and Key Objectives.
    A. Maintain and Enhance the Town's Recreation Infrastructure.
        - Open and operate the Community Recreation Center (CRC) - (1) LA Kings Ice at Mammoth Lakes and, (2) Mammoth RecZone
        - Current CIP Projects include:
            - Community Dog Park
            - Park at the Parcel
            - MACC/Edison Theatre
            - Outdoor courts (tennis/pickleball)
            - Bike Park/pump track
            - Bouldering Park
            - Mammoth Creek Park West play area.

    B. Community Projects/Programming
        i. Opportunities for shared advocacy
        ii. Opportunities for community engagement
        iii. Youth Sports Funding – shared funding timeline

3. Discussion on the role that MLR can play in supporting the mission and strategic priorities and key objectives of the Parks and Recreation Department and the advancement of community recreation.

4. Discuss value of scheduling quarterly or bi-annual meetings with two MLR directors and the chair/vice chair of the Parks and Recreation Commission.

5. Open items

6. Wrap-up

Staff recommends the Commission participate in a discussion to finalize the agenda items for the November 14, 2023 Workshop with Mammoth Lakes Recreation (MLR).

Attachments:

A. 2023 Parks and Recreation Department Strategic Priorities and Key Objectives

Exbibit A

Chapter 2.40

TOWN OF MAMMOTH LAKES PARKS AND RECREATION COMMISSION

Sections:
2.40.010 Definitions
2.40.020 Created
2.40.025 Composition
2.40.030 Vacancies—Vote
2.40.040 Powers and duties
2.40.050 Receipt of donations
2.40.060 Compensation
2.40.070 Special requirement
2.40.080 Professional development reimbursement

For the purpose of this chapter, "commission" means the Town of Mammoth Lakes Parks and Recreation Commission.
(Ord. 04-06 § 1 (Exh. A (part)), 2004)
(Ord. No. 2010-11, § 1(Att. A), 9-22-2010)

2.40.020 Created
There is created within the Town a Parks and Recreation Commission which shall consist of five regular voting members. Such members shall be appointed by the Town Council in the manner and for the terms prescribed in Sections 2.04.060 and 2.28.010.
(Ord. 04-06 § 1 (Exh. A (part)), 2004)
(Ord. No. 2009-07, § 1(Exh. A), 11-4-09; Ord. No. 2010-11, § 1(Att. A), 9-22-2010; Ord. No. 12-02, § 2(Exh. A), 6-6-2012)

2.40.025 Composition.
The commission shall be comprised of members who represent a broad spectrum of recreation interests.
(Ord. 04-06 § 1 (Exh. A (part)), 2004)
(Ord. No. 2010-11, § 1(Att. A), 9-22-2010; Ord. No. 12-02, § 2(Exh. A), 6-6-2012)

2.40.030 Vacancies—Vote.
A vacancy or vacancies on the commission shall not impair the right of the remaining members to exercise the powers of the commission. Three members shall constitute a quorum. The commission shall act only upon a majority vote of the members present, but in no case shall action be taken unless a quorum is present.
(Ord. No. 2009-07, § 1(Exh. A), 11-4-09; Ord. No. 2010-11, § 1(Att. A), 9-22-2010; Ord. No. 12-02, § 2(Exh. A), 6-6-2012)

2.40.040 Powers and duties.
Within the limitations provided by law, the commission shall have the following powers and duties to:

A. Act in an advisory capacity to the Town Council in all matters pertaining to Town-owned or managed parks, recreation (arts & culture), facilities, trails/paths, special events and all other associated activities as prescribed by ordinances or by Town Council action;

B. Establish a schedule of regular meeting times and places;
C. Make recommendations to the Department Director (or designee) on funding priorities related to the departmental budget;
D. Assist Town staff in the advancement, coordination, and delivery of community recreation services and activities by serving as a liaison between partner organizations, civic groups, youth sports programs, other municipalities, the private sector and other recreation providers;
E. Provide recommendations to the Town Council regarding the rules, regulations and policies relating to conduct in Town-owned or managed parks and other recreation areas. The administration of said policies, rules and regulations, once adopted, shall be the responsibility of the Parks and Recreation Department Director or designee;
F. Review surveys provided by the Department Director (or designee) of recreation users to ensure that the parks and recreation needs of the public are being addressed;
G. Review the Town's Capital Improvement Program (CIP) plan and provide recommendations to staff regarding future recreational capital and deferred maintenance projects;
H. Upon Town Council direction, provide input or recommendations for public hearings related to land acquisition or facility design and development for recreation/arts and cultural purposes;
I. Provide input to Town staff and/or contracted professionals to assist in the design of recreation facilities and amenities approved for construction through the budget process by Town Council;
J. Inform and provide funding recommendations to Mammoth Lakes Recreation (MLR) or any other body or entity designated by the Town Council for the use of Measure R or Measure U funds for Town-owned or managed parks, recreation (arts & culture), facilities, trails/paths, special events, and all other associated activities as prescribed by ordinances or by Town Council action.

(Ord. 04-06 § 1 (Exh. A (part)), 2004)
(Ord. No. 2010-11, § 1(Att. A), 9-22-2010)

2.40.050 Receipt of donations.
The commission shall be empowered to receive donations, contributions and other gifts to be used for recreation purposes, but all money so received by it shall be deposited in a special park and recreation account. After appropriation by the town council, money deposited in such an account shall be expended for park and recreation purposes, including but not limited to capital and operating expenditures.
(Ord. 04-06 § 1 (Exh. A (part)), 2004)
(Ord. No. 2010-11, § 1(Att. A), 9-22-2010)

2.40.060 Compensation.
The members of the commission may receive such reasonable compensation as is established from time to time by resolution of the Town Council.
(Ord. 04-06 § 1 (Exh. A (part)), 2004)

(Ord. No. 2010-11, § 1(Att. A), 9-22-2010)

2.40.070 Special requirements.
Unless otherwise provided by law, or by ordinance or resolution of the town council, at least four members of the recreation commission shall initially, and during their incumbencies, be bona fide residents and registered voters of the town. To capture a "Sphere of Influence," one member of the commission may reside outside of the town boundaries but between June Lake and Tom's Place, inclusive. No such member shall at appointment or during his or her incumbency be an employee of the town.
(Ord. 04-06 § 1 (Exh. A (part)), 2004)
(Ord. No. 2010-11, § 1(Att. A), 9-22-2010; Ord. No. 12-02, § 2(Exh. A), 6-6-2012)

2.40.080 Professional Development Reimbursement
The members of the commission may receive reasonable reimbursement for attending industry professional development classes, programs, or conferences approved by the Parks and Recreation Department Director or designee, subject to Town policies regulating such reimbursements and funding of such professional development programs.

PARKS AND RECREATION: An Essential Component of Our Community!

The fundamental purpose of the Parks and Recreation Department is to deliver residents and visitors with high-quality recreation facilities and diverse programming that promotes excitement, individual expression, exploration, pleasure, challenge and accomplishment for an improved quality of life.

Vision: *"To be the best alpine recreation community in the country."*

Mission: *"To provide multi-purpose, year-round, indoor and outdoor recreation opportunities accessible to all residents and visitors."*

Tag Line: *All Recreation – All the Time!*

Strategic Initiatives (pillars):

1. **Excellence**: We are committed to continually improve the delivery of our community programs and facilities by holding each other accountable to the high standards of excellence our departmental culture expects and demands.
2. **Teamwork**: We value our employees and the power of a team culture aligned with a single vision and unifying purpose by communicating, connecting, collaborating, committing and celebrating with each other to achieve extraordinary results.
3. **Sustainability**: We help to protect and preserve our natural, developed and finite resources by implementing sustainable best practices in our programs, parks, pools, fields and facilities.
4. **Health, Safety and Social Equity**: We build stronger, healthier and happier communities by promoting health, wellness and physical activity and work to ensure our parks, programs, and facilities are safe and inclusive for all people.

Parks and Recreation Department
2023 Strategic Priorities and Key Objectives

Strategic Priority: *Maintain and Enhance the Town's Recreation Infrastructure*

- Open and operate the Community Recreation Center (CRC): (1) LA Kings Ice at Mammoth Lakes, (2) Mammoth RecZone.
- Lead and/or support efforts to provide multi-purpose, year-round, indoor and outdoor recreation amenities in Mammoth Lakes. CIP projects include: Community Dog Park, Park at the Parcel, MACC/Edison Theatre, Outdoor courts (tennis/pickleball), Bike Park/pump track, Bouldering Park, and Mammoth Creek Park West play area.
- Enhance recreation infrastructure to improve user safety, improve operations, and overall guest experience: (1) Maintenance Best and NEXT practices, (2) Deferred Maintenance Program, (3) Amenities Enhancement Program.

Strategic Priority: *Deliver High-Quality, Innovative and Affordable Recreation Programming*

- Create and deliver scalable, sustainable and DEI Core Community Programs aligned with the resource capacity and capabilities of the Department.
- Core Program Areas: (1) Youth/Teen camps and programs, (2) Adult activities, (3) CRC programs, (4) Facility operations/maintenance, (5) Community events.
- Provide enhanced recreation programming by partnering with local organizations, fund local non-profit youth sporting groups (YSF), hire skilled instructors, or contract with recreation entities.

Strategic Priority: *Strengthen Organizational Systems, Structures and Operations*

- Realign the Department's organizational structure to further the growth, quality, and efficient delivery of the Core Program Areas.
- Continually improve the delivery of Core Program Areas by constantly measuring performance, utilize a data-driven approach, and implement a NEW community recreation management platform: (1) Recreation and Facility Satisfaction Survey, (2) DaySmart Recreation, (3) PlayCore Data Services Lab.
- Implement a Communication Plan that effectively and in a cost-effective manner, disseminates inclusive information and encourages participation in the Core Program Areas: (1) NEW Parks and Recreation Department website, (2) Recreation This Week, (3) social media, (4) Brochures, flyers, and print ads.

Strategic Priority: *Build Capacity, Teamwork and Recruit & Retain the Best*

- Build capacity by aligning positions (responsibilities) and desired outcomes with professional, prepared, and passionate people: (1) Workforce Development, (2) Professional Development, (3) Education and Networking, (4) Customer Service Training.
- Build a high-performing Team by integrating the 5 C's into daily operations to achieve extraordinary results: (1) Communicate, (2) Connect, (3) Collaborate, (4) Commit, and (5) Celebrate!
- Strategically recruit, retain and recognize our employees: (1) Recruitment Plan, (2) Recognition Plan.