



## MAMMOTH LAKES RECREATION

### Mammoth Trails Committee Agenda

Thursday, April 9, 2026, 3:00 p.m.

437 Old Mammoth Road, Suite Z, Mammoth Lakes

Members of the Committee

Committee Member Bill Sauser, Committee Member Rob Patterson,  
Committee Member Spencer Ostergaard, Committee Member Caroline Britton,  
Vice Chair Michael Draper, Chair John Connolly

NOTE: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town of Mammoth Lakes at (760) 965-3600. Notification 24 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](http://www.townofmammothlakes.ca.gov) subject to staff's ability to post the documents before the meeting.

NOTE: You may watch this meeting live through the online eSCRIBE system here: <https://pub-townofmammothlakes.escribemeetings.com>, on the local government cable channel 18, or by utilizing the Zoom link below.

#### ZOOM INFORMATION

*Join Zoom Meeting*

*Join from a PC, Mac, iPad, iPhone or Android device:*

*Please click this URL to join. <https://monocounty.zoom.us/j/98689553995>*

*Or join by phone:*

*Dial (for higher quality, dial a number based on your current location):*

*US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 646 876 9923 or +1 301 715 8592 or +1 312 626*

*6799 Callers: To Raise your hand Press \*9, to Unmute/Mute Press \*6*

*Webinar ID: 986 8955 3995*

*International numbers available: <https://monocounty.zoom.us/j/98689553995>*

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**1. CALL TO ORDER**

**2. PUBLIC COMMENTS**

Public comments may be submitted before or during the meeting via email to the Town's Assistant Clerk, Angela Plaisted at [clerk@townofmammothlakes.ca.gov](mailto:clerk@townofmammothlakes.ca.gov), or they may be made in person in Suite Z or by "Raising" your hand if logged into the meeting via Zoom. All comments will be limited by the Chair to a speaking time of five minutes.

**3. CONSENT AGENDA**

**3.1 Approve the minutes of the Regular Meeting of February 12, 2026**

**4. REPORTS**

**4.1 Contractor Report: Website Performance Report – Winter 2025/26**

**4.2 Trails Program Manager Report**

**4.3 Outdoor Recreation Program Manager Report**

**4.4 Mammoth Lakes Trail System Budget Update**

**5. DISCUSSION ITEMS**

**5.1 History, Current Needs, and Future Goals of the Mammoth Trails Committee**

**6. COMMITTEE MEMBER REPORTS**

**7. REQUEST FOR FUTURE AGENDA ITEMS**

**8. ADJOURNMENT**

The Committee will adjourn to a regular meeting to be held on June 11, 2026.



**MAMMOTH LAKES  
RECREATION**

**Mammoth Trails Committee  
Minutes of Regular Meeting**

**February 12, 2026, 3:00 p.m.  
437 Old Mammoth Road, Suite Z, Mammoth Lakes**

Members Present: Committee Member Bill Sauser, Committee Member Spencer Ostergaard, Committee Member Caroline Britton, Vice Chair Michael Draper, Chair John Connolly

Members Absent: Committee Member Rob Patterson

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**1. CALL TO ORDER**

Chair John Connolly called the meeting to order at 3:03 p.m. in the Council Chamber, 437 Old Mammoth Road, Mammoth Lakes.

**2. PUBLIC COMMENTS**

There were no comments given at this time.

**3. CONSENT AGENDA**

Moved by Committee Member Bill Sauser  
Seconded by Committee Member Spencer Ostergaard

Approve the Consent Agenda

For (4): Committee Member Bill Sauser, Committee Member Spencer Ostergaard, Vice Chair Michael Draper, and Chair John Connolly

Absent (2): Committee Member Rob Patterson, and Committee Member Caroline Britton

Carried (4 to 0)

**3.1 Approve the minutes of the Regular Meeting of December 11, 2025**

**4. REPORTS**

**4.1 Contractor Report: Comprehensive Trail Counter and Usage Analysis – Summer 2025**

Mammoth Lakes Trails and Public Access (MLTPA) Project Management Specialist Kristy Williams introduced MLTPA Environmental Field Technician Robyn Gorecki and Natural Resources and GIS Manager Dillon Osleger. Mr. Osleger outlined the information in the staff report, and supporting documents.

There was discussion between MLTPA staff, Town of Mammoth Lakes (TOML) Trails Program Manager Andrew Mulford, and members of the Committee.

**4.2 Trails Program Manager Report**

TOML Trails Program Manager Andrew Mulford outlined the information in the staff report and supporting documents.

There was discussion between Mr. Mulford, Mammoth Lakes Recreation (MLR) Executive Director Kim Anaclerio, and members of the Committee.

**4.3 Mammoth Lakes Trail System Budget Update**

TOML Trails Program Manager Andrew Mulford outlined the information in the Mammoth Lakes Trails System Fiscal Year 2025/26 Budget.

There was discussion between Mr. Mulford and members of the Committee.

**5. COMMITTEE MEMBER REPORTS**

Vice Chair Michael Draper said he had been enjoying cross country skiing out by the Sherwin tanks and said he appreciated the grooming of those trails and was happy that people were using them.

Committee Member Bill Sauser said that it had been a good year for snowmobiling so far, even with little snow on the trails at this point.

Committee Member Spencer Ostergaard said he had used the Nordic Pulse for the first time this morning and reported that the trails were groomed well. Mr. Ostergaard said that he wanted to discuss the process of filling the open seat on the Committee.

Chair John Connolly said that he had been mountain biking a lot and exploring other areas. Chair Connolly reported that he had toured the Chipmunk area and had been looking at trails systems in and around Carson City and described how some of those systems were set up.

There was discussion between members of the Committee and MLR Executive Director Kim Anaclerio.

**6. REQUEST FOR FUTURE AGENDA ITEMS**

There was discussion between members of the Committee and MLR Executive Director Kim Anaclerio. There will be a discussion at a future meeting to discuss filling the open seat on the Committee.

Ms. Anaclerio said she would reach out to members of the Committee to schedule a date to hold a workshop to discuss the roles and responsibilities of the Committee.

**7. ADJOURNMENT**

The Committee adjourned the meeting at 4:32 p.m.

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Angela Plaisted  
Administrative Coordinator

# Fall/Winter 2025-2026 Reporting & Seasonal Transition

MammothTrails.org since 2012



# Objectives

- MOU – Why we are all here
- MLTS Website Management Team
- Year Report
- Fall/Winter Year-Over-Year Comparison
- 3 Year Seasonal Traffic
- Historical Comparisons Are Limited
- Archived Traffic Trends (Pre-GA4)
- How are people finding us?
- Referral Traffic
- Top 20 Pages
- Top 10 QR Pages
- Seasonal Transition



# Why are we here?

## Appendix A

### Annual Operating Plan

Mammoth Lakes Trail System (MLTS) & TOML Office of Outdoor Recreation  
Non-Funded Challenge Cost Share Agreement  
Agreement #21-CS-110504400-011 (exp. 4/1/2026)  
FY 2025/2026

#### V. Description of the Operation:

##### I. Operation of MammothTrails.org Website

Operation & Maintenance of Mammothtrails.org website. Website entries approved by USFS staff at their request. Updating of site to reflect current conditions, additions of any new trails created, alerts related to maintenance or safety, etc.

- **To share** how MammothTrails.org enhances access and awareness of the Mammoth Lakes Trail System.
- **To strengthen** our partnership in managing and sharing accurate recreation information.
- **To align** on next steps for improving and sustaining this community resource together.



# MLTPA Website Management Team



**Kristy Williams**  
**MLTPA**  
**Project Management Specialist**



**Nicole Widen**  
**MLTPA**  
**Webmaster**



**Scott Howes**  
**Subcontractor**  
**Technical Contractor**



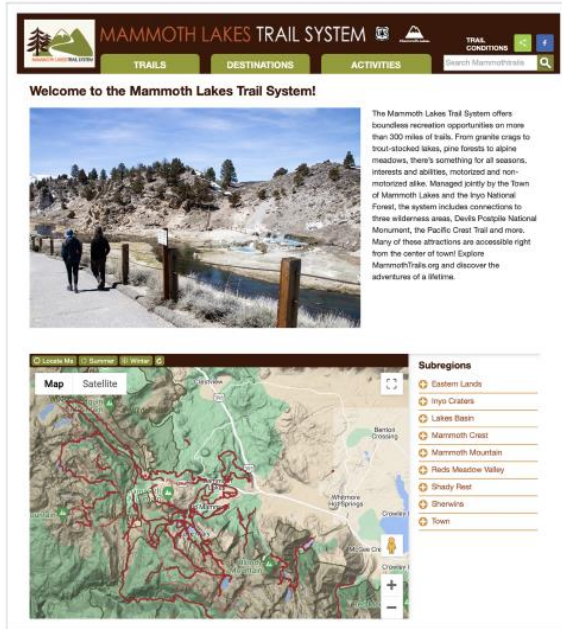
**Kiersten Puusemp**  
**MLTPA**  
**Creative Director**



**Wray Van Winkle**  
**MLTPA**  
**Photo & Digital Asset Manager**



# MLTS Technical Applications



Town of Mammoth Lakes  
Mammoth Lakes Trail System  
Website Handbook  
June 2024



Applications with pass through costs: Amazon Web Services, Google Workspace, Google Cloud Services, Cincopa



# TOML Office of Outdoor Recreation Support



**Andrew Mulford**  
Trails Program Manager  
GIS Support



**Gretchen Haselbauer**  
Outdoor Recreation Programs Manager  
Content Strategy & Direction  
Photo and Image Library

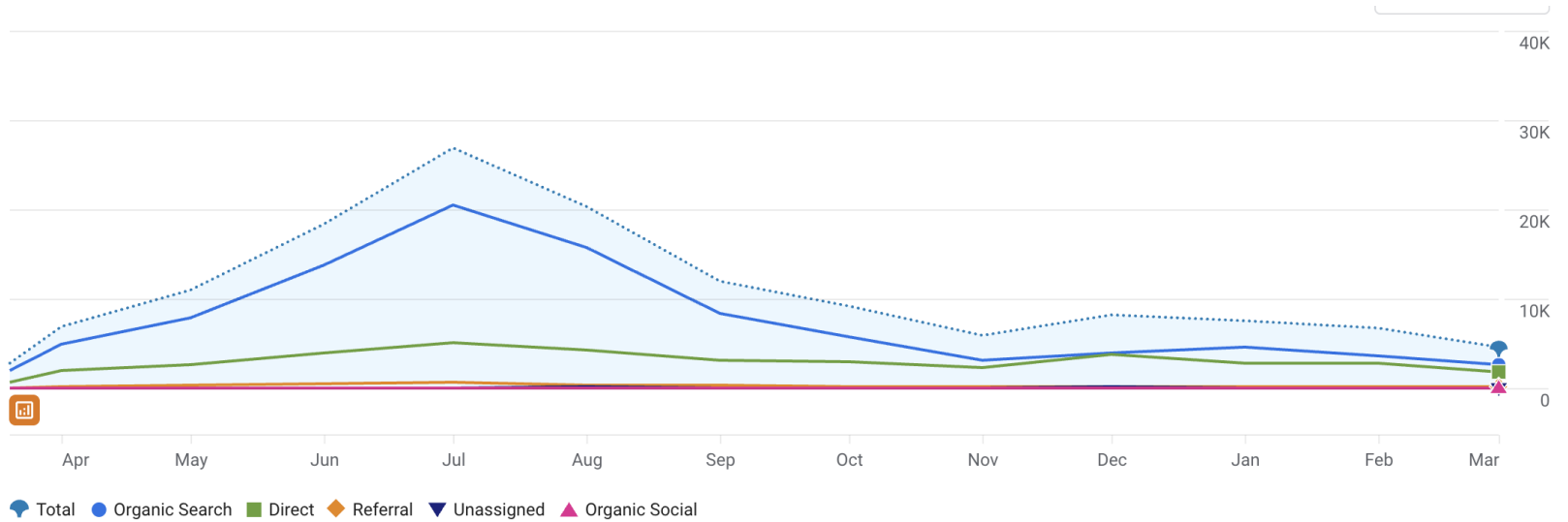


# Year Report

March 20, 2025 – March 20, 2026

## Total Sessions

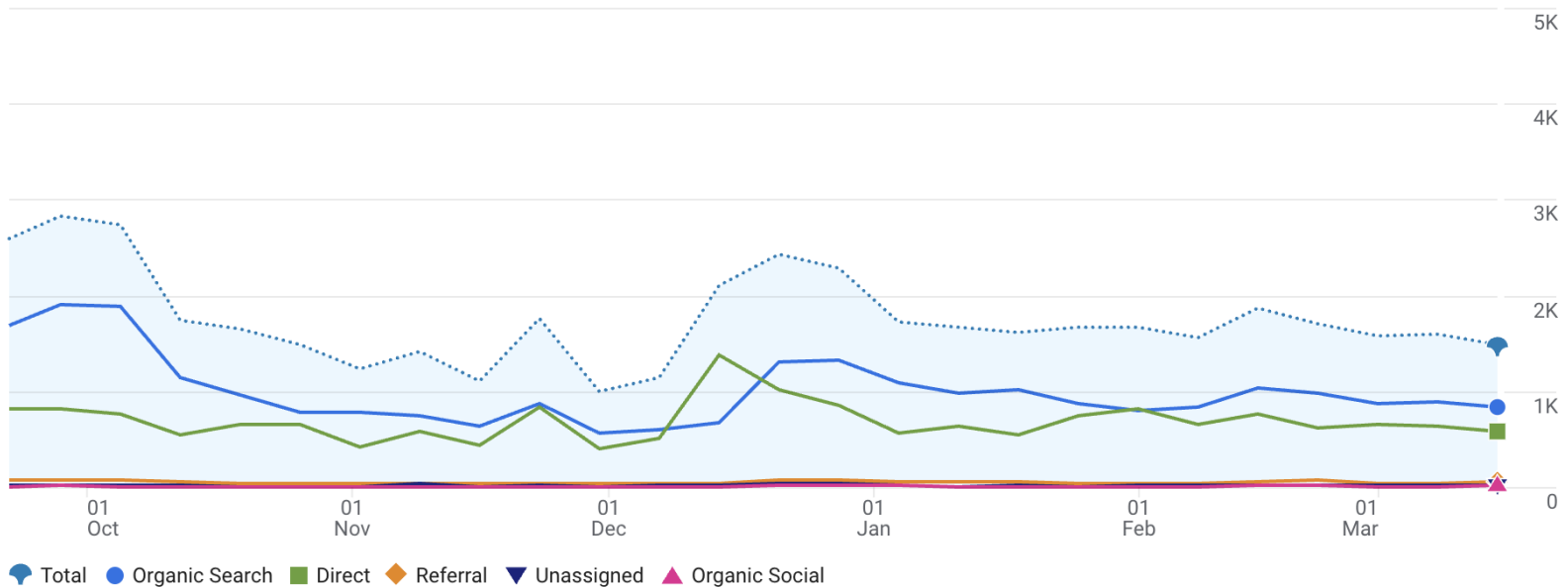
138,357



# Fall/Winter Comparison Report

September 22, 2025 – March 20, 2026  
*Compare*  
 September 22, 2024 – March 20, 2025

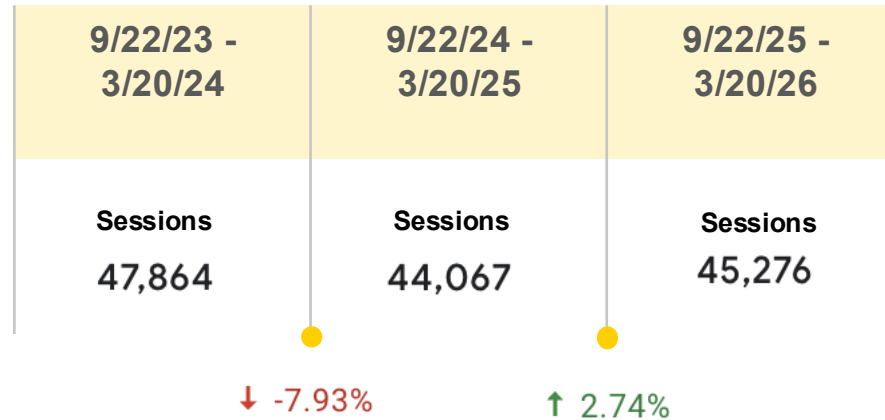
**Total Sessions** 45,276  
 vs. 44,067  
 ↑ 2.74%



Traffic remained stable year-over-year, with continued reliance on organic search and consistent seasonal patterns.



# 3 Year Seasonal Traffic Trends



Variations year-to-year are influenced by external factors like snowpack, weather, and current events, but overall patterns remain consistent.



# Historical Comparisons Are Limited

## Google Analytics Transition

- Google sunsetted Universal Analytics in 2023
- All reporting now runs through GA4 (Google Analytics 4)
- Historical data was not carried over due to differences in reporting.

## What This Means

- Historical comparisons prior to 2023 provide directional context, but GA4 introduces a new measurement framework.



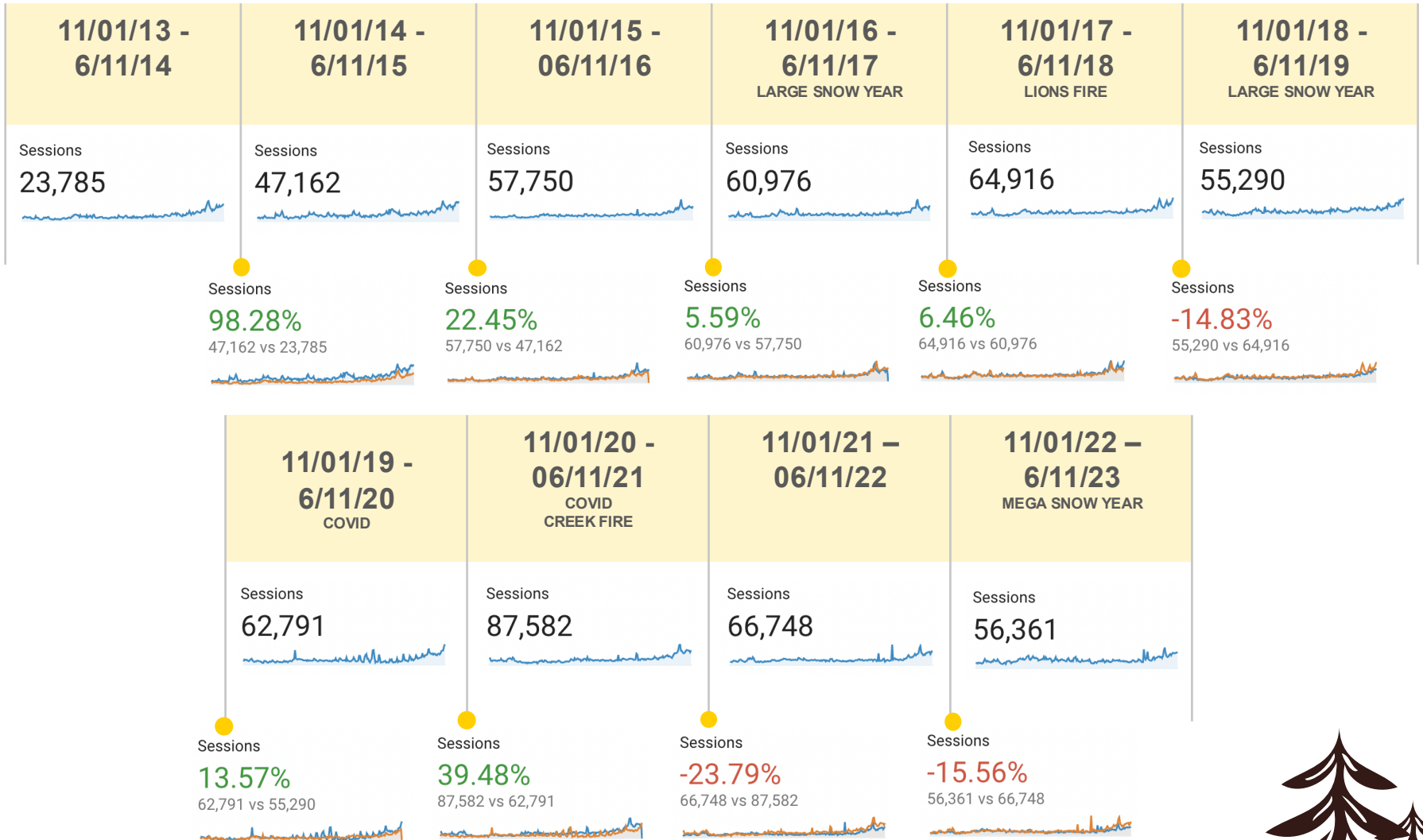
# Archived Traffic Trends (Pre-GA4)

The next slide includes year-by-year comparisons from legacy Google Analytics data, originally presented in a past report.

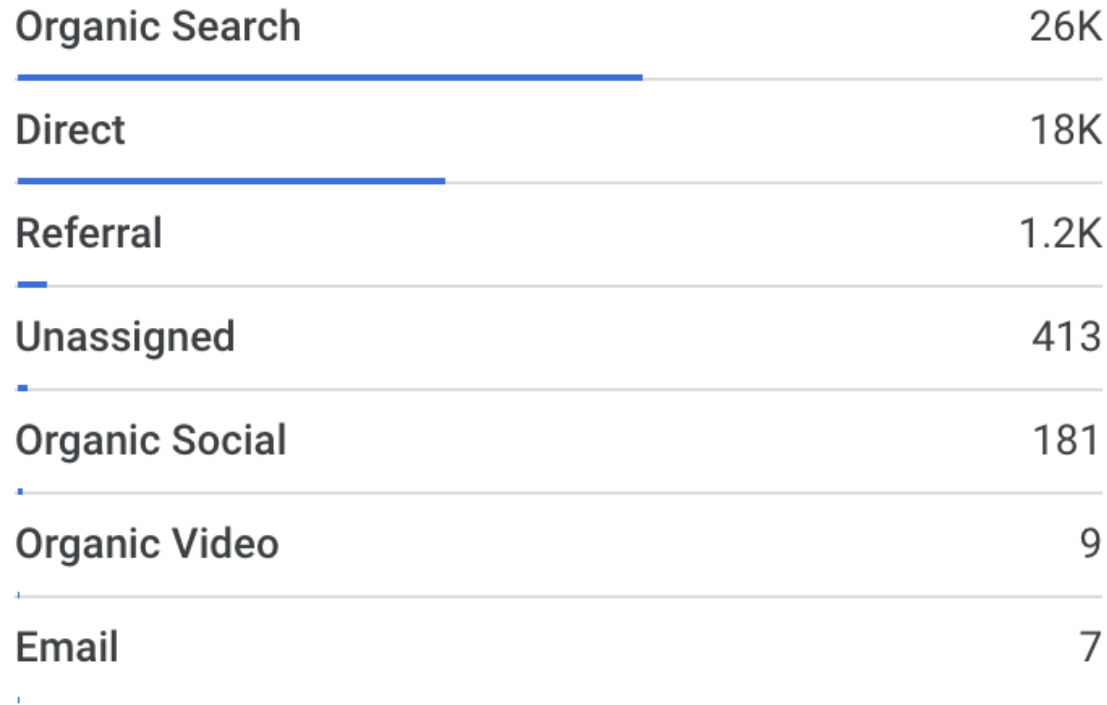
While the **dates don't align exactly with this season** and the data may not reflect **current GA4 tracking standards**, this snapshot can still provide useful context.



# Archived Traffic Trends (Pre-GA4)



# How Are People Finding Us?



- Search is the primary driver of discovery (57% of traffic)
- Direct traffic suggests strong return usage and site familiarity
- Referral traffic, while smaller, represents good-value partner engagement



# Referral Traffic

September 22, 2025 – March 20, 2026

	Total	1,222 100% of total
1	townofmammothlakes.ca.gov	287 (23.49%)
2	monocounty.ca.gov	108 (8.84%)
3	chatgpt.com	91 (7.45%)
4	mammothsnowman.com	81 (6.63%)
5	sierrameadowsranch.com	73 (5.97%)
6	visitcalifornia.com	65 (5.32%)
7	nordic-pulse.com	59 (4.83%)
8	visitmammoth.com	57 (4.66%)
9	mltpa.org	51 (4.17%)
10	monocounty.org	20 (1.64%)



# Top 20 Pages

## September 22, 2025 – March 20, 2026

<input type="checkbox"/>	1	/	6,421 (14.18%)
	2	(not set)	1,874 (4.14%)
<input type="checkbox"/>	3	/trails	895 (1.98%)
<input type="checkbox"/>	4	/activity/36/off-highway-vehicles	791 (1.75%)
<input type="checkbox"/>	5	/trail/4/crystal-lake-trail	741 (1.64%)
<input type="checkbox"/>	6	/trail/14/horseshoe-lake-loop	700 (1.55%)
<input type="checkbox"/>	7	/activity/15/snow shoeing	643 (1.42%)
<input type="checkbox"/>	8	/trail/30/town-loop	606 (1.34%)
<input type="checkbox"/>	9	/activity/40/cross-country-skiing	605 (1.34%)
<input type="checkbox"/>	10	/trail/57/convict-lake-loop	587 (1.3%)

<input type="checkbox"/>	11	/trail-conditions	560 (1.24%)
<input type="checkbox"/>	12	/trail/78/rainbow-falls-trail	540 (1.19%)
<input type="checkbox"/>	13	/destination/30/twin-lakes	536 (1.18%)
<input type="checkbox"/>	14	/trail/64/heart-lake-trail	535 (1.18%)
<input type="checkbox"/>	15	/activity/37/dog-sledding	473 (1.04%)
<input type="checkbox"/>	16	/trail/68/inyo-craters-trail	462 (1.02%)
<input type="checkbox"/>	17	/trail/9/duck-pass-trail	456 (1.01%)
<input type="checkbox"/>	18	/trail/93/winter-access-corridor-lakes-basin	445 (0.98%)
<input type="checkbox"/>	19	/trail/25/panorama-dome-trail	438 (0.97%)
<input type="checkbox"/>	20	/trail/8/lakes-basin-path	408 (0.9%)

“(not set)” is a standard label for visits where full page details aren’t passed through — often from app links, redirects, or privacy settings that limit tracking.



# Top 10 QR Pages

September 22, 2025 – March 20, 2026

<input type="checkbox"/>	1	/qr/TML/6.89/a	49 (9.72%)
<input type="checkbox"/>	2	/qr/LTT/0.03/a	28 (5.56%)
<input type="checkbox"/>	3	/qr/MCP/0.02/a	28 (5.56%)
<input type="checkbox"/>	4	/qr/TLP/001/a	27 (5.36%)
<input type="checkbox"/>	5	/qr/LBP/5.31/a	19 (3.77%)
<input type="checkbox"/>	6	/qr/Interp/G2	18 (3.57%)
<input type="checkbox"/>	7	/qr/Interp/G1	15 (2.98%)
<input type="checkbox"/>	8	/qr/LBP/3.56/a	14 (2.78%)
<input type="checkbox"/>	9	/qr/LFC/0.03/a	14 (2.78%)
<input type="checkbox"/>	10	/qr/Interp/G6	13 (2.58%)

1. Hayden Cabin Museum Trailhead
2. Hole in the Wall
3. Mammoth Creek Park Trailhead
4. Twin Lakes Vista
5. Horseshoe Lake Trailhead
6. A Story of Fire and Ice
7. A Portal to the Lakes Basin
8. Lakes Basin Path at Pack Station
9. Twin Lakes Campground
10. These Rocks Can Talk

**Users are engaging with trail content directly from physical locations, bridging digital and on-site experiences.**



# Spring/Summer 2026

## Seasonal Transition

### TRAILS

Mammoth Rock Trail Connector  
Meadow Trail  
Meadow Trail Connector  
Hot Creek Trail  
Black Bear Run  
Convict Lake Loop  
Town Loop  
Mammoth Rock Trail  
Panorama Dome Trail  
Sherwin Lake Trail  
Earthquake Fault  
Shady Rest Trail  
Agnew Wildflower Loop  
Lakes Basin Path  
Coldwater – George Trail  
Duck Pass Trail  
Mountain View Trail  
Mountain Vista Trail  
Shady Rest Path

### DESTINATIONS

Sherwin Meadows Trailhead  
Skatepark  
Twin Lakes  
Shady Rest Park  
Trails End Park  
Twin Falls Overlook  
Convict Lake  
Coldwater Creek  
Lake George  
Horseshoe Lake  
Sherwins Lake  
Earthquake Fault  
Panorama Dome  
Minaret Vista  
Sherwins Vista  
Welcome Center

### ACTIVITIES

Adaptive Options  
Climbing  
Fishing  
Off Highway Vehicles  
Equestrian  
Paddleboarding  
Swimming  
Skateboarding  
Wildflower Viewing  
Fishing  
Hiking  
Running  
Mountain Biking  
Motorized Trail Riding  
Boating  
Biking



# Thank You !



## TOWN OF MAMMOTH LAKES STAFF REPORT

Title: Trails Manager Report

Meeting Date: 04/08/2026

Prepared by: Andrew Mulford

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The Town of Mammoth Lakes Office of Outdoor Recreation would like to share the following updates with you regarding summer trail operations:

- We will be prioritizing the construction of SHARP 3 new trails. Last summer we completed 5 of the 13 miles of new trail that has been authorized. This summer we hope to make strong progress on the remaining 8 miles of trail to build. Additionally we will begin work on the 7.6 miles of user created trails to restore and re-naturalize. This will involve soil decompaction, seeding native plants, constructing barriers and vertical mulching to ensure that these trails do not continue to be used.
- I will be prioritizing the remaining NEPA work to finalize the proposed action for SHARP 4 trails. This will require working with members of the ID team to work out alignments on the ground and also managing a contract of archaeological services to further analyze certain sites and develop a mitigation plan.
- We will be installing new 9a signs on the 6 new trail segments that we completed last summer.
- We have a relatively complex bridge replacement project to tackle on the Coldwater-George trail and will make sure to fit that into our program of work for this season
- As always we will be running our typical trail days and Wednesday worknight volunteer events.
- We will be keeping up with general maintenance of all trails in the Mammoth area that we maintain on an annual basis under our non funded challenge cost share agreement with the Inyo National Forest.

## TOWN OF MAMMOTH LAKES STAFF REPORT

Title: Outdoor Recreation Program Manager Report

Meeting Date: 04/09/2026

Prepared by: Gretchen Haselbauer

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The Town of Mammoth Lakes (TOML) Office of Outdoor Recreation would like to share the following updates with you regarding summer stewardship program operations:

- Mammoth Trails Community Meeting will be on Wednesday, April 29<sup>th</sup> at 5pm at the Mammoth Brewing Company Cellar Room. The public is invited to hear updates from the Office of Outdoor Recreation, USFS, and local recreation clubs.
- Mammoth Lakes Trail System (MLTS) Summer of Stewardship will kick off on Friday, June 5<sup>th</sup> at the Mammoth Brewing Company (MBC) with a special addition MLTS Beer Release and Trails Trivia Night. MBC has partnered with Mammoth Lakes Recreation (MLR) and the Town to develop limited edition beers for the past three summer of stewardship seasons. A portion of all sales are donated to MLR to support trail stewardship and outdoor access. Trivia night brings together the community for a fun evening testing local trail knowledge, giving away prizes, and sharing the MLTS Outdoor recreation summer programs.
- Weekly offerings for stewardship include Wednesday Worknights, Tangle Free Waters - Clear the Line, and Trashy Thursdays. Monthly events are held June – September. All events include a post-work meal for volunteers to enjoy together.
  - Wednesday Worknights will be held on the second Wednesday of each month.
  - Tangle Free Waters will be held on the third Tuesday of each month.
  - Trashy Thursdays will be held on the last Thursday of each month at various locations.
- The Eastern Sierra Adopt a\* Trail and Tangle Free Waters Programs, in partnership with MLR and Mono County, continue to see high volunteer and sponsorship involvement. The Office of Outdoor Recreation will continue to support this program by providing part-time staff to support program administration and field operations.
- The Office of Outdoor Recreation will wrap up the season with Annual Lakes Basin Cleanup on Saturday, September 19<sup>th</sup>.

The Town of Mammoth Lakes (TOML) Office of Outdoor Recreation would like to share the following updates with you regarding summer Outdoor Recreation Host program operations:

- Recruitment for Outdoor Recreation Host part-time staff is open via the Town of Mammoth Lakes Employment webpage through April 26.
- Outdoor Recreation Hosts will be stationed throughout the Lakes Basin, along Town bus lines, and on the Multi-use pathway system (via class 1 E-Bikes).
- Outdoor Recreation Hosts will again support ESTA on the Red's Meadow Valley shuttle and bus stops throughout the valley.
- Outdoor Recreation Hosts will support wildlife outreach by assisting in the campgrounds and at the local lakes. Providing information on local wildlife and the threat of invasive species, specifically the Golden Mussel.

## TOWN OF MAMMOTH LAKES STAFF REPORT

Title: Measure R Budget Updates

Meeting Date: April 9<sup>th</sup>, 2026

Prepared by: Lawson Reif, Outdoor Recreation Manager

Presented by: Lawson Reif, Outdoor Recreation Manager

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The Office of Outdoor Recreations Trails Program Manager will present a report highlighting the following:

- FY2025/2026 Budget Update as if 4/9/2026
- The Office of Outdoor Recreation has \$74,476.35 remaining of the FY allocation
- \$75,000.00 has been billed for our contractor, MLTPA
- Trail Crew staff will be on-boarded around May 28<sup>th</sup>
  - 1 month for 6 staff will cost an estimated \$21,000.00

**MAMMOTH LAKES TRAIL SYSTEM BUDGET  
FY2025/2026**

	Adopted Budget FY2526	Actual Spent	Available Budget	Percent Spent
Program (Measure R):	\$300,000.00	\$ 225,523.65	\$ 74,476.35	<u>75%</u>
Grant/Other Funding: \$	690,551.48			
<b>Total Budget</b>	<b>\$990,551.48</b>	<b>\$ 225,523.65</b>	<b>\$ 74,476.35</b>	<b>75%</b>

**PROGRAM (Measure R) FUNDING**

FOCUS AREA	PROJECT	Adopted Budget FY2526	Actual Spent	Available Adopted Budget	Percent Available
<b>PLANNING</b>					
	Trails Planning	\$10,000.00	\$ 1,000.00	\$9,000.00	
	<b>TOTAL PLANNING:</b>	<b>\$ 10,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 9,000.00</b>	<b>90%</b>
<b>GRAPHICS &amp; DESIGN</b>					
	Signage, Trail Maps & Guides	\$27,500.00	\$ 23,687.88	\$3,812.12	
	Communications, Marketing & Promotions	\$15,000.00	\$ 1,250.00	\$13,750.00	
	<b>TOTAL GRAPHICS &amp; DESIGN :</b>	<b>\$ 42,500.00</b>	<b>\$ 24,937.88</b>	<b>\$ 17,562.12</b>	<b>41%</b>
<b>IMPLEMENTATION</b>					
	GIS: Geospatial Database Management	\$5,000.00		\$5,000.00	
	Data Collection & Analysis	\$15,000.00	\$15,000.00	\$0.00	
	<b>TOTAL IMPLEMENTATION :</b>	<b>\$ 20,000.00</b>	<b>\$ 15,000.00</b>	<b>\$ 5,000.00</b>	<b>25%</b>
<b>OPERATIONS &amp; ADMINISTRATION</b>					
	Website Operations & Photo Library	\$10,500.00	\$8,500.00	\$2,000.00	
	Communications, Administration, & Outreach Support	\$12,000.00	\$5,255.00	\$6,745.00	
	<b>TOTAL OPERATIONS &amp; ADMINISTRATION:</b>	<b>\$22,500.00</b>	<b>\$ 13,755.00</b>	<b>\$ 8,745.00</b>	<b>39%</b>
<b>MAINTENANCE</b>					
	Trail & Trailhead Maintenance	\$170,500.00	\$159,662.51	\$10,837.49	
	Winter Grooming	\$22,500.00	\$ 5,168.26	\$17,331.74	
	<b>TOTAL MAINTENANCE:</b>	<b>\$ 193,000.00</b>	<b>\$ 164,830.77</b>	<b>\$ 28,169.23</b>	<b>15%</b>
<b>STEWARDSHIP</b>					
	Stewardship Events	\$11,000.00	\$6,000.00	\$5,000.00	
	Stakeholder Meetings	\$1,000.00	\$ -	\$1,000.00	
	<b>TOTAL STEWARDSHIP:</b>	<b>\$ 12,000.00</b>	<b>\$ 6,000.00</b>	<b>\$ 6,000.00</b>	<b>50%</b>
	<b>TOTAL PROGRAM:</b>	<b>\$ 300,000.00</b>	<b>\$ 225,523.65</b>	<b>\$ 74,476.35</b>	<b>25%</b>

**GRANT/OTHER FUNDING**

FOCUS AREA Funding Source	PROJECT	Available Funding a/o 7/1/25	Available Funding a/o 11/25/25	Available Funding a/o 01/16/26	Available Funding a/o 6/30/26
<b>SNC GRANT</b>					
Planning	SHARP Environmental	\$ 183,596.68	\$ 183,596.68	\$ 183,596.68	
	<b>TOTAL SNC GRANT:</b>	<b>\$183,596.68</b>	<b>\$ 183,596.68</b>	<b>\$ 183,596.68</b>	<b>\$ -</b>
<b>IMPLEMENTATION</b>					
Measure R Reserve	SHARP Environmental Review/Construction	\$120,000.00	\$120,000.00	\$ 120,000.00	
Measure R Reserve	Future Trail Construction	\$250,000.00	\$250,000.00	\$ 250,000.00	
	<b>TOTAL MAINTENANCE:</b>	<b>\$370,000.00</b>	<b>\$ 370,000.00</b>	<b>\$ 370,000.00</b>	<b>\$ -</b>
<b>MAINTENANCE</b>					
MLR/Sponsorships	Eastern Sierra Adopt-A-Trail	\$116,000.00	\$129,214.37	\$136,954.80	
	<b>TOTAL GRANT/OTHER FUNDING:</b>	<b>\$669,596.68</b>	<b>\$ 682,811.05</b>	<b>\$ 690,551.48</b>	<b>\$ -</b>



## STAFF REPORT

Title: History, Current Needs, and Future Goals of the Mammoth Trails Committee

Meeting Date: April 9, 2026

Prepared by: Kim Anaclerio, Executive Director

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### **RECOMMENDATION:**

Discuss the evolving needs of the Mammoth Lakes Trail System and Office of Outdoor Recreation, and the role of the Mammoth Trails Committee. There is no action required of the committee.

### **BACKGROUND:**

In 2011 the Trail System Master Plan (TSMP) was adopted by the Town of Mammoth Lakes (TOML). At that time there was no Trails Manager or TOML Office of Outdoor Recreation (OOR). A deliberate path and governing body to develop a program of work and move the Mammoth Lakes Trail System (MLTS) projects forward into implementation was needed.

In 2014 Mammoth Lakes Recreation (MLR) was formed and became the designated recommending body for expenditures of Measure R and Measure U. The MLTS is funded by Measure R. MLR became the entity to house a sub-committee as the needed “governance body providing oversight and policy recommendations”<sup>1</sup> for the MLTS.

In 2015 through key agreements between MLR and TOML the Mammoth Trails Committee (MTC) was initiated to “oversee, coordinate and manage implementation of MLTS projects using the annual allocation of Measure R funds to the MLTS as recommended by MLR and as approved by the Town Council.”<sup>1</sup> In late 2015 a full time TOML Trails Coordinator was hired and in 2022 the TOML created the Office Outdoor Recreation, absorbing the Trails Coordinator position. The OOR currently staffs 3 full-time employees. The OOR is a new department in response to the growing outdoor recreation industry locally and regionally.

For the past 11 years the MTC has been an effective central point to provide MLTS work program oversight and recommendations, development of policy direction, and implementation of capital projects and trails programs. With the growth of outdoor recreation and the development of the town OOR, we are at a timely point to discuss the needs and provide input for the future success of the MTC.

Additional resources: [https://mltpa.org/trail\\_systems/projects/operations/mlts-governance](https://mltpa.org/trail_systems/projects/operations/mlts-governance)

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<sup>1</sup> *Town Council Agenda Action Sheet Mammoth Lakes Recreation (MLR) Key Agreements for Implementation of Mammoth Lakes Trail System (MLTS) Coordination, March 18, 2015*

Agenda Item # 13

File No A -

600-20  
(940-10)  
(920-10)  
(395-65)

### Mammoth Lakes Town Council Agenda Action Sheet

**Council Meeting Date:** March 18, 2015      **Date Prepared:** March 11, 2015

**Prepared by:** Daniel C. Holler, Town Manager

**Title:** Mammoth Lakes Recreation (MLR) Key Agreements for Implementation of Mammoth Lakes Trail System (MLTS) Coordination

**Agenda:** Policy

**Recommended Motion:** Accept and Approve the Key Agreements as provided by the MLR Board related to the implementation of Mammoth Lakes Trail System Coordination Work Program and Authorize the Town Manager to draft and execute a contract with MLTPA for the MLTS Coordination Services as outlined and defined in the Key Agreements

**Background Information:** Mammoth Lakes Recreation has been working through a number of processes to implement and meet the contractual deliverables in their agreement with the Town. This includes, “Collaborate with the Town and partners on providing recommendations to Town Council for the continuation, prioritization, implementation, and design of programs and services to support the Mammoth Lakes Trail System and the leveraging of the annual \$300,000 allocation for the MLTS committed through FY 16-17.” The MLR Board is recommending that this be implemented in-line with the attached “Key Agreements” document, which was presented to and approved by MLR on February 23, 2015. The proposed document is attached and will be presented one more time to the MLR Board on March 16. The proposal keeps MLR in a strong oversight and policy role with a focus on funding allocation recommendations and review of on-the ground results. MLR has formed a Trails Committee, which includes two members from MLTPA and one Town staff member. The Trails Committee will provide the linkage to the full MLR Board. As the implementation is proposed through contractual services, the Town will be in the position to negotiate the contract and manage payments similar to the allocations for community programs under Measure U. The current funding is based on Council’s approval and commitment of \$1.5 million (\$300,000 annually) in Measure R funds over a five-year period. While MLR, through the Trails Committee, will provide work program oversight and recommendations, the specific project details will be identified and implemented at a staff level, with appropriate contracts coming to Council when required. The proposed structure is designed to allow a smaller group with clear responsibilities (i.e. MLTS Committee) to focus on development of policy direction, to allow a focus on implementation of larger capital projects and trails programs, establish a focus on leveraging funding and to complete their strategic direction work and recommendations. A number of MLTS-related projects need to be moved forward soon for implementation this summer and the proposed structure will facilitate the development of the work program. MLR Board members will be available at the Council meeting to provide additional information.

**Funds Available:** N/A

**Account #:**

Town Manager

Mammoth Lakes Recreation

Draft Key Agreements for Mammoth Lakes Trail System Coordination

March 18, 2015

WHEREAS: In October 2014, the Town of Mammoth Lakes executed a services agreement with Mammoth Lakes Recreation (MLR). The scope of services and MLR deliverables for fiscal year 2014-15 established, among other things: (1) MLR's responsibility to serve as the lead organization for strategy, funding, coordination and implementation of existing and future projects for the Mammoth Lakes Trail System (MLTS); and (2) MLR's responsibility to develop partnerships both within and outside the community to enhance arts & culture and recreation in Mammoth Lakes.

WHEREAS: In order to expedite its scope of work with regard to MLTS projects and deliverables, MLR recognizes the need to utilize specific outside capacity and resources within appropriate partner organizations.

WHEREAS: One such identified partner organization is the non-profit Mammoth Lakes Trails & Public Access Foundation (MLTPA), whose legal mission is to "advocate for, initiate, facilitate, and participate in the planning, implementation, management, and stewardship of a four-season trail system in Mammoth Lakes and the immediate Eastern Sierra."

WHEREAS: MLTPA has exhibited ongoing leadership, expertise and material commitment related to the implementation of the Town's adopted Trail System Master Plan, has provided key planning, convening, facilitation, implementation, and funding for other MLTS projects under previous contracts with the Town, and is currently under a contract with the Town to oversee the MLTS website.

WHEREAS: The Town of Mammoth Lakes has approved an ongoing allocation of \$300,000 over a 5-year period starting in the Town's fiscal year 2012/2013 in support of the MLTS.

MLR, having worked in collaboration with the Town Manager, the Town's Public Works Director and the MLTPA Board of Directors, recommends to the Town Council a contractual agreement on an annual basis between the Town of Mammoth Lakes and MLTPA to provide Trail Coordination services including the hiring of a Trails Coordinator, and to work at the specific direction of the Mammoth Trails oversight committee identified in Key Agreement #2 which will be accountable to MLR and which will oversee, coordinate and manage implementation of MLTS projects using the annual allocation of Measure R funds to the MLTS as recommended by MLR and as approved by the Town Council. As part of a framework for oversight of a Trails Coordination Program for the MLTS, MLR proposes the approval of the following four key agreements:

## **MLTS TRAILS COORDINATION KEY AGREEMENTS**

### ***#1 Statement of Shared Values***

To ensure the effective, efficient and timely implementation of the Town of Mammoth Lakes' component of the Mammoth Lakes Trails System, as defined by the Town's adopted Trail System Master Plan, the MLTS program will be coordinated at a central point which will be accountable for MLTS Program outcomes.

### ***#2 MLTS Central Point Oversight and Policy Structure***

An effective central point for MLTS coordination and project implementation will include a governance body providing oversight and policy recommendations and expanded capacity for the regular and ongoing operations of the Town's component of the MLTS. For the purposes of these key agreements, it is proposed that this body be an MLR committee called the Mammoth Trails Committee. This committee would replace the current MLR MLTS committee and receive primary staff support from the proposed Trails Coordinator position. It is recommended that the committee be comprised, at least in its initial phase, of the following members:

- 2 members of the MLR Board of Directors
- 2 members of the MLTPA Board of Directors
- The Town Manager or designee

A conceptual diagram outlining the reporting relationship between all pertinent partners is attached for review. By this structure MLR assigns primary coordination and oversight responsibilities of MLTS to the Mammoth Trails Committee. The Mammoth Trails Committee will report regularly to the MLR board, and will also, on an annual basis, recommend programs, projects, strategy and funding to the MLR Board of Directors, which will, in turn, make its recommendations to the Town Council.

### ***#3 MLTS Scope of Tasks***

To maintain momentum for implementing MLTS projects, it is recommended that identified members of the above proposed Mammoth Trails Committee begin an immediate review of the scope of tasks outlined in the MLTS Program and Project list that is being reconciled by representatives of MLTPA, MLR and the Town. This review is intended to identify existing capacity and capabilities within the partnership (MLR, TOML, MLTPA) for timely and efficient implementation of existing projects and to inform the final contract scope of work between TOML and MLTPA. The review is also intended to begin to outline roles and responsibilities for the partners related to their capacities to deliver identified projects.

### ***#4 Trails Coordination Funding and Scope of Contract***

The Town will enter into a Contract with MLTPA to provide and consolidate existing contract services including a Trails Coordinator who will staff the proposed Mammoth Trails Committee and coordinate the implementation of the Town's components of the MLTS Program and Project list. Funding for this Contract will come from the currently allocated budget for MLTS programs and projects, identified as Support to MLTSCC in

the Town's FY 14-15 budget. It is presumed that adequate funding will be recommended in the FY15-16 budget. To the extent that a scope of work extends beyond Measure R limits, other funding sources will be needed to support such work.

The specific details of the scope of work and the contracting structure between the Town, MLR and MLTPA will be set out by the Town Manager in consultation with the Mammoth Trails Committee for final approval and recommendation by MLR and will be designed to maximize efficient and effective implementation of the MLTS program and the ability to leverage public funds. MLTPA warrants that it shall have all necessary capacity to deliver according to the terms of Contract and will commit its own resources to recruit a suitable Trails Coordinator.

Contract terms, deliverables, scope of work and general partnership structure will be evaluated and approved on an annual basis by the MLR Board of Directors.

**STANDING RULES OF  
MAMMOTH TRAILS COMMITTEE  
a sub-committee of  
MAMMOTH LAKES RECREATION, INC.  
A California Nonprofit Public Benefit Corporation**

1. Name.
  - 1.1. The name of this committee is Mammoth Trails Committee (Committee), a sub-committee created by the Mammoth Lakes Recreation Board of Directors (Directors).
2. Primary Function.
  - 2.1. Convened on a regular basis, the Committee provides governance, fiscal, work program and specific funding allocations oversight, for the Mammoth Lakes Trail System. The Committee provides recommendations for the continuation, prioritization, implementation, and design of programs and services to support the Mammoth Lakes Trail System.
3. Authorized Number of Committee Members.
  - 3.1. The authorized number of appointed Committee members shall be seven (7). There will be one (1) appointed position without term and six (6) termed positions to provide balance in the broad representation of user groups. The appointed position shall be held for a Town of Mammoth Lakes (TOML) designee, who shall be the Town Manager; a Council Member, who may or may not be the Mammoth Lakes Town Council designee appointed to the Mammoth Lakes Recreation Board of Directors; or another appointed designee by TOML.
  - 3.2. Appointment of Committee Members shall take place annually at a regular meeting or a special meeting of the Committee and confirmed by the Directors at the next regular or special meeting.
4. Advisory Liaisons to the Board.
  - 4.1. Advisory Liaisons to the Committee, holding no voting rights, will be invited to attend Committee meetings and advise on issues relative to their area of responsibility and authority as needed.
5. Appointment and Term of Office of Directors.
  - 5.1. The term of office for each Committee member shall be three (3) years.
  - 5.2. Two (2) of the six (6) termed positions shall expire each year.
  - 5.3. A Committee member may hold up to three (3) consecutive terms at which point that member must abstain for one (1) year before being reappointed to the Committee and confirmed by the Directors.
    - 5.3.1. A Committee member whose term limit has expired, may continue to serve on the Committee until a replacement is appointed.
6. Qualifications of Committee Members.
  - 6.1. Committee members shall:

- 6.1.1. Represent non-profits, clubs, recreation retailers, users, organizers, promoters, manufacturers, local corporations, or other persons having an interest in recreation in the Eastern Sierra.
  - 6.1.2. Demonstrate a strong interest in recreation and the success of the trails that support the Town of Mammoth Lakes.
  - 6.1.3. Demonstrate an ability to work within a group setting to reach consensus and make decisions.
  - 6.1.4. Bring expertise, personal integrity, and passion to the Board.
  - 6.1.5. A majority of Committee Members at any one time have their primary place of residence or employment in the greater Mammoth Lakes area with a zip code of 93546, unless otherwise agreed upon by the Committee and confirmed by the Directors.
  - 6.1.6. Appointment of Committee member will be reviewed by the Committee if any Committee member has more than two unexcused absences in one calendar year.
7. Meetings of the Board.
  - 7.1. Regular meetings of the Committee will be held bi-monthly on the second Thursday of “even” months beginning at 3:00pm.
  - 7.2. The Committee is designated as a “legislative body” is subject to state requirements referred to as the Ralph M. Brown Act and any other applicable provisions of law.
  - 7.3. All meetings shall be conducted according to Rosenberg's Rules of Order, revised, or such other rules of order or procedure as may be approved by the Committee, except when in conflict with these standing rules, or with the laws of the State of California.
  - 7.4. A majority of the authorized number of sitting Committee members shall constitute a quorum for the transaction of business. Every action taken or decision made by a majority of the Directors present at a duly held meeting at which a quorum is present shall be the act of the Committee.
8. Officers of the Committee.
  - 8.1. The Officers of the Committee shall be a Chair and a Vice Chair.
  - 8.2. The Officers of the Committee shall be elected by the Board annually during the first meeting of the calendar year.
  - 8.3. The Committee may create other Offices as need to support the business of the committee.
9. Presiding at Meetings.
  - 9.1. The Vice Chair conducts meetings in the absence of the Chair. In the absence of the Chair and Vice Chair, a member otherwise appointed by present Committee members shall act as the presiding Officer.
10. Fiscal Year.
  - 10.1. The fiscal year of this Committee shall be from July 1 to June 30.
  - 10.2. Prior to the start of the next fiscal year, the Committee shall adopt an annual budget.
  - 10.3. Committee will review budgeted revenues and expenditures at each meeting and will consider any recommended or incurred adjustments accordingly.