

Mammoth Lakes Recreation Commission Staff Report

Commission Meeting Date: October 4, 2022

Date Prepared: September 28, 2022

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

Prepared by: Stuart Brown, Parks and Recreation Director

Agenda: Discussion Item

Background Information: A stated goal of the Parks and Recreation Commission from the 2022 Strategic Workplan is to *“Engage with Mammoth Lakes Recreation (MLR), the Office of Outdoor Recreation and other entities to enhance and augment community recreation.”* This goal includes such tasks as to participate in regular meetings, joint workshops, recreation events, etc., and to advocate for community/regional recreation facilities and amenities.

The Commission has the opportunity to participate in a 60-minute joint workshop with the MLR Board on November 1, 2022 at 4:30pm.

To prepare for the joint workshop, staff has drafted discussion items the Commission to discuss and finalize.

Proposed Discussion items:

1. Introductions and review of agenda
2. Revision of Chapter 2.40, Powers and Duties of the Parks and Recreation Commission
3. The annual work program of the Parks and Recreation Commission and the Parks and Recreation Department (2022 Strategic Workplan):
 - a. Enhanced Recreation Amenities
 - i. Community Recreation Center (CRC)
 - ii. Enhanced Recreation Amenities
 1. Whitmore Track and Sports Field Improvements
 2. Mammoth Lakes Community Dog Park
 3. Park at the Parcel
 4. Mammoth Arts and Cultural Center (MACC)
 5. Shady Rest DiscGolfPark®
 6. Whitmore Recreation Area Planning
 7. Outdoor Multi-use Courts (Tennis/Pickleball)
 8. Bike Park/Pump Track Concept
 9. Mammoth Lakes Bouldering Park
 - b. Community Programming
 - i. Advocacy
 - ii. Community Engagement
 - iii. Youth Sports Funding – new funding timeline

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 1, 2022 Workshop with Mammoth Lakes Recreation (MLR).

Attachments:

- A. Revised Chapter 2.40, Powers and Duties of the Parks and Recreation Commission

Exhibit 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.