

PARKS AND RECREATION COMMISSION

STAFF REPORT

Subject: Parks and Recreation Department Monthly Report

Meeting Date: August 6, 2024

Written by: Stuart Brown, Parks and Recreation Director
Warren Boling, Maintenance Superintendent
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 2024 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 – OPEN
- Pickleball Courts – OPEN
- Restrooms – OPEN
- Playground – OPEN

LA Kings Ice at Mammoth Lakes

- CLOSED

Mammoth RecZone

- OPEN

Mammoth Lakes Pickleball Complex

- Pickleball Courts – OPEN

- Restrooms – OPEN

Mammoth Creek Park - West

- Inclusive Playground – OPEN
- Restrooms – OPEN
- Natural turf area – complete! Ready mid-August.
- Natural/Prefabricated bouldering area – under construction
- Pavilion/outdoor amphitheater - under construction
- Synthetic turf area – installation scheduled August 12

Mammoth Creek Park – East

- Restrooms – OPEN

Shady Rest Park

- Ball Fields 1& 2 – OPEN
- Ball Field 3 - OPEN
- Soccer Fields 1-2 – OPEN. Seeding underway.
- Restrooms – OPEN
- Playground – OPEN
- Ball Field Restrooms – OPEN
- Shady Rest DiscGolfPark® - OPEN
- Shady Rest Volleyball Courts – OPEN

Trails End Park/Volcom Brothers Skate Park

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

Park at the Parcel

- 2-5 year old Playground – under construction
- 5-12 year-old Playground/climbing Dome – under construction
- Restrooms - under construction
- Pavilion and Picnic Area - under construction

Mammoth Lakes Community Dog Park

- Dog Park - under construction
- Restrooms - under construction
- Parking Lot - under construction

Town-wide MUPs and Sidewalks

- Repair work underway

Whitmore Pool

- OPEN for summer operations

Whitmore Recreation Area

- Whitmore Ball Fields 1-3 – OPEN

- Whitmore Track – OPEN
- Whitmore Synthetic Turf – OPEN
- Restrooms – OPEN

MAINTAIN AND ENHANCE THE TOWN'S RECREATION INFRASTRUCTURE

Complete Phase II "Interior Improvements" of the Community Recreation Center (CRC)

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

(1) LA Kings Ice at Mammoth Lakes

- NA

(2) Mammoth RecZone

- See presentation.

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).
- Utilities and storm drains have been installed and rough grading completed.
- Contractors have resumed work, with the installation of fencing, gates, 5,000 sf of dog turf, prefabricated restroom, benches, dog waste leash posts and trash expected to be completed by Labor Day weekend.

(2) Park at the Parcel – PR 12

- Playground equipment and fencing has been installed at the 2-5 childcare site.
- The larger 5-12 year-old playground, surfacing and restroom have been installed.
- Ribbon Cutting and groundbreaking for the Parcel and Park is scheduled on August 7 from 12-2pm).

(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).
- On February 21, Town Council adopted the Resolution approving the form and authorizing execution of certain lease financing documents in connection with the offering and sale of certificates of participation relating thereto to finance the cost of construction and equipping a new town facility and the cost of acquiring certain land and improvements and authorizing and directing certain actions with respect thereto.

- HMC and Town staff are reviewing the final design and cost estimate for the MACC.

(4) Edison Theatre

- The Edison Hall will be closed for renovations this spring/summer and will reopen in the fall. 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) 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).
- Town Council directed staff to construct bike features on the MLF site. Sale is still pending, but staff are scheduling a site visit to assess feasibility.
- Funding is not secured for this project.

(6) Mammoth Lakes Bouldering Park – PR 10

- The Bouldering Park is a complementary amenity at Mammoth Creek Park that incorporates the inclusive National Demonstration Site playground and the CRC realizing the vision of a recreation destination.
- Staff are purchasing a custom pre-fabricated boulder with 1,117 square feet of climbing surface similar to the image below.



(7) Mammoth Creek Park West Play Area.

- Redevelopment of open play area adjacent to the inclusive playground.
- Formal plans will be developed with a cost estimate and timing for implementation.
- Town Council allocated \$500,000 to rehabilitate the play area.
- Grass has been installed and will open to the public in mid-August.



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

(1) Maintenance Best and NEXT practices

- No updates

(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.

- Several facilities throughout Town have been re-painted, including the Pickleball Complex, Shady Rest Concession, Whitmore Pool and several restrooms.

(3) Amenities Enhancement Program

- Will open inventory at Mammoth Creek Park.

Work with Town Departments and community partners to leverage state and other resources to support regional arts and culture, events, and sports related facilities to leverage regional competitions and athlete training.

- No updates

DELIVER HIGH-QUALITY, INNOVATIVE, AND AFFORDABLE RECREATION PROGRAMMING

Determine plan to revise, amend or develop new Parks and Recreation Master Plan/Trail System Master Plan that includes updated goals and policies, including an analysis of the supply, demand and needs for park and recreation facilities and services within and surrounding the Town of Mammoth Lakes.

The Town of Mammoth Lakes Parks and Recreation Master Plan was published in 2008 and adopted by Town Council on February 1, 2012. Resolution 12-08 approved a General Plan amendment adopting the Parks and Recreation Master Plan and amending the Parks, Recreation, and Open Space Element. The Plan outlines the vision, goals, and tasks for enhancing parks and recreation for Mammoth Lakes through 2025.

- No updates

Develop and deliver Core Program Areas aligned with the resource capacity and capabilities of the Department.

2024/25 Parks and Recreation Department Fee Schedule Amendments

On June 19, 2024, Town Council directed Town staff to introduce Resident/Non-resident fees and amend the 2024/25 PRD Master Fee Schedule prior to winter operations at the Community Recreation Center (CRC), which is scheduled to open on Saturday, October 5, 2024.

Town staff have identified several policy questions related to the introduction of a resident/non-resident fee schedule that staff believe needs to be fully analyzed and presented to Town Council for consideration. On August 6, staff will present a program that the Town Manager has approved as an interim measure for implementation this winter at the CRC. This will allow the Commission time to discuss these policy questions and make recommendations for Town Council consideration as part of the 2025/26 fee schedule amendments in March, 2025.

Core Program Areas

- **Youth/Teen Camps and Programs**
 - *Youth After-School Programs*
 - Youth Basketball Lessons completed a 4-week program at the Community Recreation Center

- Fall Youth Basketball programs are being scheduled at the Community Recreation Center for late August
- Fall Youth Street Hockey programs are being scheduled at the Community Recreation Center for mid-August.
- *Summer Camps*
 - Over 500 children have taken part in our Summer Camp program thus far, including Bike Camps, Climbing Camps, Skateboard Camps, Nature Camps, Adventure Camps, Art Camps, Wilderness Camps, Gymnastic Camps, Backpacking Camps, Explorer Camps and Aquatic Camps.
- **Adult Programs**
 - Adult Softball Leagues (Coed and Men's) begin playoff games on August 5.
 - Adult Indoor Soccer, Adult Indoor Volleyball, Adult Basketball and Adult Pickleball drop-in sessions at the Community Recreation Center are ongoing.
 - Pickleball lessons at the Mammoth Lakes Pickleball Complex are ongoing. Intermediate/Advanced group lessons are available on Tuesday and Thursdays mornings at 8am and 9am, and Wednesday evenings at 6pm. Beginner lessons are available on request.
 - The Adult Disc Golf League at Shady Rest Disc Golf Park® is ongoing.
 - For more information on any of these programs, please visit www.MammothParksandRec.com
- **Facility Operations/Maintenance**
 - On-going identification and replacement of damaged items.
- **Community Events**
 - **Adult Social Pickleball Tournament**

24 participants competed in the sellout Adult Social Pickleball Tournament at the Mammoth Lakes Pickleball Tournament on Saturday, July 13. Players registered as individuals and were assigned different partners for a total of 6 games. Individuals took the points they earned from each game, with three players tying for first place with 66 points. Congratulations to Andy Ulich, Autumn Lundbald, and Ben Steele.



- **Adult Beach Volleyball Tournament**

5 teams battled it out at the Shady Rest Volleyball Courts on Saturday, July 28 during the Annual Adult Beach Volleyball Tournament. Congratulations to the 2024 Champions – The Gratest, and Runners Up – The Wildcats!



- **Upcoming Events:**

- Town's 40th Anniversary Celebration – Labor Day Weekend
- Bike Rodeo – September TBD
- Haunted Rink – Oct 25
- Town Christmas Tree Lighting Ceremony at MCP – Dec. 6
- Skate with Santa – Dec. 21

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 Spring Soccer and Mammoth Futbol Club continue practice at the Whitmore Recreation Area.
- Mono County Little League continues practices and games at Whitmore Recreation Area and Shady Rest Park.

- **Mammoth Unified School District**

- MHS Volleyball and Basketball are scheduled to practice at the Mammoth RecZone this summer while the MHS Gym is under construction.

- **First 5 Peapod Playgroups**

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

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 distributed customer surveys to all winter programming participants and are analysing responses.

(2) DaySmart Recreation

- No update.

(3) PlayCore Data Services Lab

- Program on hold.

(4) NEW Parks and Recreation Department website

- Staff continue to edit and update the newly launched and redesigned Parks and Recreation Department website.
- Staff are working to create internal processes to ensure the website and new functions (Calendar, News and Events) remain updated at all times.

(5) Recreation This Week

- Current users: 4439 (+634) – NOW SENT THROUGH DAYSMART PLATFORM

(6) Social Media

- Mammoth Parks N Rec. Facebook Page – 3,219 followers (+12)
- Mammoth Parks N Rec. Instagram – 1,851 followers (+43)
- Mammoth Lakes Ice Facebook Page – 471 followers (+6)
- LA Kings Ice Mammoth Lakes Instagram – 885 followers (+15)
- Mammoth Whitmore Pool Facebook Page – 904 followers (+10)
- Mammoth RecZone Facebook Page – 53 followers (+30)

(7) Brochures, flyers, and print ads.

- The 2024 Summer Parks and Facilities brochure has been approved and will be printed and ready for distribution in early June.

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

- No update.

(2) Professional Development

- Staff will be attending the Women's Coach & Referee USA Hockey Level 1 Certification Event at Toyota Sports Performance Center on August 24 and 25.

(3) 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 has begun winter seasonal recruitment
 - Returning offer letters for Ice Rink Facility Staff, Ice Rink Site Coordinator, Ice Rink Assistant Site Coordinator, Skating Instructors, Hockey Officials and Hockey Coordinator have been extended.

(2) Recognition Plan

- Staff are reviewing recognition opportunities for seasonal staff but encourage spontaneous recognition.