



MAMMOTH LAKES RECREATION EXECUTIVE COMMITTEE MEETING

Friday, December 16, 2016, @ 4pm

Mammoth Lakes Tourism and Recreation Conference Room

2520 Main Street, Mammoth Lakes, CA

Teleconference Location: 11622 El Camino Real, Suite 100, San Diego, CA

www.mammothlakesrecreation.org

NOTE: In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please call (760) 934-4932. Notification 48 hours prior to the meeting will enable MLR to make reasonable arrangements to ensure accessibility to this meeting. (28CFR 35.102-35.104 ADA Title II)

NOTE: All comments will be limited by the President to a speaking time of five minutes.

ROLL CALL

Committee Members: Tom Johnson, David Page, Rachael Ashley-Shreier, and Gary Morgan

PUBLIC COMMENT (On items not on the Agenda)

ADMINISTRATIVE ITEMS

1. Review and consider approving the revised contract between the Town of Mammoth Lakes and Mammoth Lakes Recreation
 - a. Attachment #1
2. Review and consider modifications in the organizational structure of MLR

COMMITTEE MEMBER REPORTS

REQUEST FOR FUTURE AGENDA ITEMS

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted in the Mammoth Lakes Tourism & Recreation outside showcase not less than 72 hours prior to the meeting dated as December 12, 2016.

Rich Boccia, MLR Executive Director

Draft updated Contract exhibits – A, B & C – Contract currently runs through June 2017 – Assume it will be renewed as part of the Town’s Budget process with minimal changes to the Exhibits and a few minor changes to the body of the contract based on comments from Council relating to all NGO agreements.

**EXHIBIT "A"
SCOPE OF SERVICES**

Mammoth Lakes Recreation will enhance Arts & Culture and Recreation in the Mammoth Lakes Region.

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1. Provide Leadership, Expertise & Advocacy

- Complement and enhance community recreation opportunities by working with the Town’s Recreation Commission and Town Staff.
- Provide leadership and expertise in defined areas and projects.
- Define and assist in the implementation of new and expanded recreational opportunities across a variety users and experience types.
- Develop relationships with local, state, and federal agencies that enhance advocacy efforts for regional recreational opportunities.

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2. Partnerships - Develop partnerships both within and outside the community that will enhance arts & culture and recreation in our community.

- Develop plans with agency partners to ensure a seamless recreation experience and responsible use of public lands across a variety of users and experience types.
- Public and private partnership engagement and development resulting in implementable programs and services.
- Enhance MLR’s community presence, engagement and local fund raising
- Develop supportive roles and actions that work with the Recreation Commission and others to enhance recreation.
- Support current arts and cultural programs and facility planning and support the development of new programs, events, and venues.

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3. New Product Development/Experience Development.

- Position Mammoth to act on current and emerging recreational trends identified through research and development.
- Recognize, nurture and invest in recreation trend-setters, and high profile athletes and programs.
- Develop and assist in the implementation of new capital projects and experiences.
- Develop and assist in the implementation of capital fund raising and programs.

4. Leveraged Funding - Develop additional funding for both capital and non-capital projects and programs.

- Seek and obtain grants to fund increased recreation experiences across a variety of user types and for new or expanded amenities.

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- Cultivate individual and business support for and partnerships with MLR both locally and regionally.
- Implement capital campaigns to raise funds for arts & culture programs and facilities
- Implement capital campaigns to raise funds for recreation facilities.
- Implement a fund raising program that will expand the capabilities of MLR as an independent non-profit and to further its strategic goals, while reducing reliance on Town resources.

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5. Coordinate a dynamic Communications System

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- Disseminate information about recreation opportunities to maximize community engagement with recreation opportunities.
- Develop a communications plan and relationships with agencies and partners to ensure awareness
- Identify and engage with the appropriate authorities for recreational, arts and cultural and related activities to provide consistent and accurate information.

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6. Serve as the Council’s designated body to provide the public process in the development of funding recommendations for Council consideration as provided for in the Voter Approved Measures R and U and in compliance with the requirements of those Measures as codified by Town Ordinances.

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EXHIBIT "B"
Fiscal Year Deliverables

The following represent general priority and specific work products or deliverables required of Mammoth Lakes Recreation (MLR). Both parties recognize that other work may be undertaken to meet the requirements of the Town and MLR, and based on opportunities, priorities may shift accordingly, provided that MLR shall remain responsible for delivering all work products or deliverables listed herein unless this Exhibit B is amended. The Parties agree that this Exhibit B may be amended by mutual agreement of the parties to include additional deliverables and to define the responsibility and authority to achieve those deliverables.

1. Maintain Mammoth Lakes Recreation as an operating California public benefit corporation with 501c(3) tax-exempt status which will enhance recreation in Mammoth Lakes.

2. Manage the public process for developing recommended allocations of Measure R and U Funds.

3. In coordination with the Town, Recreation Commission and other public and private partners continue to develop recommendations as appropriate related to prioritized recreational and arts & cultural amenities.

- Projects will be brought forward to Town Council at key decision points
- Project development will be coordinated with the appropriate partners
- Coordinate the appropriate lead agency for public engagement
- Assist in the development of potential locations for amenities and funding options and where necessary business plans
- Recommendations related to various amenities include collaboration with the Town, other non-profit partners, agencies, user groups and the public. Initial projects include:
 - ◆ MACC
 - ◆ Multi Use Facility
 - ◆ Outdoor performing arts/events venue
 - ◆ Aquatic Facility
 - ◆ Enhanced and Expanded trail system (goal of 100 miles of new multi-use trail)
 - ◆ USOC certification, to include improvement at the Whitmore Park Complex and other related improvements.

4. Based on the approved annual allocation, coordinate the development of specific projects, support and related activities to maintain and enhance the Mammoth Lakes Trail System;

- Develop partners to enhance the types of experiences across a variety of user types.
- Work collaboratively with the Town's Trail Manager/Coordinator in project development and implementation.
- Assist as required in coordinated efforts with local, state, and federal agencies.

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Deleted: <#>All formation requirements completed by December 31, 2014.¶
<#>Notifications on MLR formation status to be provided to Town as received.¶

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Deleted: <#>Publicize, organize and conduct outreach and allocation process.¶
<#>Set funding priorities and present recommendations to Town Council.¶
<#>Perform Operational/Financial Review to evaluate whether grantees have used R & U funds appropriately, and as prescribed in the allocation request/contracts.¶
<#>Initial allocation recommendation will be completed by February 15, 2015.¶
<#>Additional allocation recommendations may be made as deemed necessary by the MLR Board or requested by the Town Council.¶

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Deleted: <#>Prepare and provide to the Town a prioritized list of the primary amenities recommended to be supported through Measures U and R funds by December 2015.¶

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<#>Actively engage on behalf of the Town of Mammoth Lakes with the Mammoth Lakes Foundation, Cerro Coso College, and other partners on the proposed development of a Performing Arts Center.¶

<#>Provide a Proceed/Not Proceed recommendation by June 30, 2015.¶

<#>Provide Measure U and other potential funding recommendations under a "Proceed" recommendation.¶

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Deleted: <#>Act as the lead organization and contact point with TOML staff interactions with USFS for strategies, funding, and projects. ¶

<#>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. MLR will focus on delivering the following: ¶

<#>Based on annual Council project approvals MLR will initiate implementation of directed projects and coordinati...

5. Leverage TOML funds to improve recreation in Mammoth Lakes by raising local funds, capital funds and through obtaining grant funding independently or jointly with the Town or other partners.

6. Additional tasks, projects, and deliverables may be mutually agreed upon by the Town and MLR, including but not limited to those provided for the Town and NGO Partner Strategic Plan.

7. MLR will provide the Town Council with at least quarterly updates.

Deleted: <#>Apply for, obtain, and administer grant funding.¶
<#>Identify a minimum of three (3) grant opportunities for MLR.¶
<#>Apply for a minimum of one (1) grant by December 2015. ¶

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EXHIBIT "C"
COMPENSATION

Section 1: Payments and Financial Accounting and Reporting

a) The Town shall pay to Mammoth Lakes Recreation (MLR) the sum of \$16,668.00 per month. Payment will be made by the 5th day of each month during the term of this agreement. Payments under this section are not to exceed \$200,016.

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b) Accounting information on the use of the previous month's allocation will be provided to the Town for review through a monthly statement of activity. The statement will be provided by the 15th of each month. Additional information will be provided as requested by the Town.

c) MLR may carry over not more than 15% of the total payment (or \$30,000) from one fiscal year to the next. A carryover of any amount in excess of 15% from one fiscal year to the next requires Town approval prior to the end of the fiscal year in which the funds to be carried over have been provided.

d) By November 15th of each year, MLR will provide to the Town an accounting of expenditures showing the use of all Town provided funding, specifically showing the use of restricted funding sources as being expended in accordance with restrictions placed on the funding sources such as Measures R and U funds for the previous Fiscal Year.

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Section 2: The Town may provide additional funding to MLR in amounts approved by a resolution of the Town Council. The resolution will set forth the purpose of the funding, the source, any restrictions, and other matters relating thereto.

Section 3. Ongoing funding is subject to Town Council appropriation and subject to available revenues. In the event that revenues from Measure R or Measure U are eliminated, or the use of these funds for the purposes provided for in this agreement is prohibited the Town shall no longer be obligated to make any payments to MLR.

Section 4. In the event MLR ceases to exist, all unexpended Town funds held by MLR will be returned to the Town and any equipment and/or materials purchased with such funds.