



**MAMMOTH LAKES RECREATION  
BOARD MEETING AGENDA**

Tuesday, November 6, 2018, 5:00 p.m.

Town of Mammoth Lakes Offices, 473 Old Mammoth Road, Suite Z  
Teleconference Location(s): 2807 Vaquero Ave., Los Angeles, CA 90032  
[www.mammothlakesrecreation.org](http://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) 660-4948. 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**

Board Members: Tom Johnson, David Page, Heather Schaubmayer, Eric Wasserman, Scott McGuire, Catherine Taft, Bill Sauser, Colin Fernie

**PUBLIC COMMENTS** (On Items not on the Agenda)

**PRESENTATION TO THE BOARD**

Joel Rathje – Mammoth Lakes Trails Coordinator

**ADMINISTRATIVE ITEMS**

1. Approve the Agenda
2. Approve MLR Board Meeting minutes from September 11, 2018  
**(Attachment #1)**
3. Administrative / BOD Business
4. Financial Reports
  - a. Review YTD FY 18/19 **(Attachments #2, #3)**
5. Program Updates
  - b. Capital Projects
  - c. Sustainable Recreation (Previously "Advocacy")
  - d. Community Building
6. Executive Director's Report
7. Committee / Director's Reports



## REQUEST FOR FUTURE AGENDA ITEMS

### ADJOURNMENT

To the next meeting of the MLR Board of Directors Meeting on Tuesday, January 8, 2019, to be held in the Town of Mammoth Lakes Offices, Suite Z.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the Mammoth Lakes Recreation offices located at 126 Old Mammoth Road, Suite 107 not less than 72 hours prior to the meeting dated November 6, 2018.

Matt McClain  
Executive Director  
Mammoth Lakes Recreation



## MAMMOTH LAKES RECREATION

### BOARD MEETING Minutes

Tuesday, September 11, 2018, 5:00 p.m.

Town of Mammoth Lakes Offices, 473 Old Mammoth Road, Suite Z  
Teleconference Location(s): 2807 Vaquero Ave., Los Angeles, CA 90032  
[www.mammothlakesrecreation.org](http://www.mammothlakesrecreation.org)

#### ROLL CALL

President Tom Johnson called the meeting to order at 5:05 p.m. at the Town of Mammoth Lakes Town Council Chambers Suite Z, Minaret Village Mall, 437 Old Mammoth Road, Mammoth Lakes, CA 93546.

Present: Tom Johnson, David Page, Heather Schaubmayer, Scott McGuire, Eric Wasserman, Catherine Taft (via phone), and Bill Sauser.

#### PUBLIC COMMENTS (On Items not on the Agenda)

Betsy Truax – On behalf of the Recreation Commission, presented the MLR Board with a picture of the ribbon cutting of the inclusive playground event.

John Wentworth – attended Utah outdoor recreation summit and made a presentation on sustainable recreation. Update on partnership – interviews are beginning next week. AB 1918 will bring an outdoor office of recreation to California. Five years ago Utah was the first state to have the office of outdoor recreation.

Michael Dostrow – “Hats off” to the development of the new MLR website.

#### ADMINISTRATIVE ITEMS

1. Approve the Agenda
2. The Board welcomed two new board members: Bill Sauser and Colin Fernie
3. Approve MLR Board Meeting minutes from July 10, 2018
  - a. Page motion to approve, Schaubmayer seconds, 6-0, 1 abstain (Sauser)
  - b. David Page requests to have the minutes sent out one week after the board meeting.
4. Financial Reports
  - a. Matt McClain gave a review of the YTD FY 18/19
    - i. Monthly burn is currently \$2K over Measure R allotment (\$16K vs \$17.8K). That number will be increasing to \$3K next month
    - ii. Some additional overhead costs for MLR minute (to be recouped via sponsorship)
    - iii. Emphasizes need to bring in non-restricted funding (why KLVG, diversity and advocacy for sustainable rec are so important)
    - iv. Bill Sauser – Did you look at space in the Town Offices?
      1. Matt McClain – We did but as a board we decided to look at offices elsewhere to allow us to conduct our business freely.
  - b. Review draft FY 18/19 budget
    - i. This iteration includes cost/revenue for the ESSRC position



- ii. As we go through the season, how do we look back out our spending if we do not bring the amount of contributions that we forecasted?
- iii. Matt – we can be more aggressive in asking for contributions
- iv. Scott – Why is there money set aside for a creative agency in September?
  - 1. Matt – We did this just in case we need significant updates to our website.
- v. Scott – It looks as though you will be launching the WealthEngine in November.
  - 1. Matt – We would like to start hosting salons to raise money for MLR. We have been talking with Betsy Truax about hosting joint salons to raise money for some of the major projects in town like the MAC.
- vi. Tom Johnson – Prior to Matt coming on board, the town agreed to support MLR with additional funds to keep going to grow. So the first year when Matt came on board was the development year and we have been very careful to not dip into this money too much until we were ready. There will be more to come from the development side.
- vii. Bill Sauser – Have we looked on the development side of the small things that are currently being paid for by Measure R and U that would be easier to raise money for despite not being major capital campaigns?
- viii. Matt - We have been laying the groundwork. Other areas that we are trying to grow into for example is the Nordic trails and winter grooming. We want to send out 3-4 appeals a year, asking for community support through contributions to make things like this happen without having to use town money.

## 5. Capital Projects

### a. Multi Use Facility Update

- i. Grady Dutton gave an update on the Multi-use facility project.
  - 1. Coming back to Town Council in October with a recommendation.
  - 2. Town Manager has asked staff to look at two other alternatives, one of which being a \$10 Million project instead of \$13 Million. Other alternative is: What would it look like if we stayed where we are?
- ii. Eric Wasserman - Has anyone looked at the parking issue that we talked about in the last MLR Board Meeting?
  - 1. Grady Dutton – The plans still have the 44 parking sites.
- iii. Eric Wasserman – Does not support the project if they do not add more parking spots. Emphasize that they are greatly needed for that park.
- iv. Bill Sauser - It will cost the same to update the ice rink where it is in five years as it would if we built it at Mammoth Creek Park. If we stop working o this project now, we will be throwing away tax payer dollars. This is not just an ice rink or a community center – it is a multi-use facility for the community.
- v. Tom Johnson – investing in the current location looks to be very tricky. My recommendation is to build what you can with \$10 or \$13 million or invest in building something different like the community center instead of sinking more money into the current location.
- vi. Heather Schaubmayer– We keep building things in this town without better parking and it's infuriating. We need to do better for our community because it makes us look bad when we don't have enough parking in this town.
- vii. Bill Sauser – When we first voted on this project 20 years ago, we were voting for a multi-use facility, not an ice rink.



- viii. David Page – is it all possible to build this project out of lodge pole pine?
- ix. Grady Dutton – I would not rule it out however we need to defer to the architects to properly answer that question.
- x. Tom Johnson - We should be seeking out town council members who we know are on the fence or new to council and trying to wrap their heads around this project and have a conversation with them here and there.

## 6. Advocacy

- a. Matt McClain gave an update on the Keep Long Valley Green campaign.
  - i. MLR, working with Mono County, established the KLVG coalition, which includes the Sierra Club, Eastern Sierra Land Trust, and Friends of the Inyo. Mono Lake Committee are advising.
  - ii. MLR acting as lead on the campaign – generating assets, building and hosting campaign website, collecting donations.
  - iii. MLR worked to mobilize over 100 people to the August 7<sup>th</sup> County Supervisors meeting
  - iv. On August 15<sup>th</sup>, Mono County filed a CEQA suit against LADWP
  - v. On or around August 27<sup>th</sup>, LADWP filed a Notice of Preparation (NOP) for EIR
  - vi. Next event – public scoping event in Mammoth Lakes on Sept 26<sup>th</sup>
  - vii. Campaign plan is to: 1) drive awareness and demonstrative support in the Eastern Sierra, 2) leverage for media coverage to drive support in SoCal, 3) focus public concern upon Eric Garcetti, 4) support PR/Political efforts with litigation
  - viii. MLR looking for attorney to donate work to file an amicus brief
    - 1. Matt has reached out to three different law firms but it is hard trying to find someone who does not have some sort of conflict of interest.
  - ix. Expecting LA Times story any day.
  - x. Possible intro to Annenberg Foundation
  - xi. Bill Sauser – we are a 501 c(3) so we cannot participate in political issues. We need to make sure that we only talk about the effects on recreation and not the political side of the campaign.
  - xii. David Page – the scenic values are heavily wedded in the recreational values.
- b. Eastern Sierra Sustainable Recreation Coordinator Update
  - i. Application window closed first week of August. TOML received over 80 responses
  - ii. MLR, TOML and Mono reviewed resumes and narrowed down to pool to eight. Interviews are scheduled for September 21<sup>st</sup>.
  - iii. Hoping to have the position filled by mid-October
  - iv. Discussion of specific goals/projects to take place at next ESSRP meeting.
- c. Update on State Bills/Props
  - i. All bills are now on the Governor's desk.
  - ii. MLR sent out a FastAction alert with our new CRM. Response has been good (currently over 25 responses).



- iii. MLR continuing dialog with Sierra Nevada Conservancy for Round two funding for Prop 68. Round 1 funding is going towards fuel reduction but the second round should have some monies carved out for recreation.
  - iv. Starting to strategize about how to build support for Prop 3 (water infrastructure and watershed bond) \$725M carve out for parks and rec projects)
7. Community Building (Entrepreneurship)
- a. Matt gave an update on the Diversity work:
    - i. Latino Outdoors retreat was last weekend. Participants included LO leaders and other case makers. MMSA hosted them on Via Ferrata and Footloose and Wave Rave donated bike rentals.
    - ii. Having a chapter in Mammoth Lakes is the right move for us.
    - iii. Matt in dialog with Luis Villa, E.D. of Latino Outdoors. They had a colling off period of adding chapter but now they are getting back into it. Mammoth Lakes is absolutely on their radar for developing a new LO Chapter. This is a very fundable opportunity through USDA rural grants.
    - iv. All of their chapters have manifested organically but they are trying to formalize it with a process.
    - v. We need to think if we want to continue to hold a seat for a representative from Latino Outdoors or do we want to fill that seat with someone else who can help us develop in other areas.
    - vi. Tom Johnson – historically we have wanted to have someone like Latino Outdoors to fill the seat. It would be huge in the community and though it has been challenging it would be great. Piece of advice: do not give up.
  - b. Matt McClain gave an update on Bike Month
    - i. We have been working with Caroline Casey on Bike Month. MLR supported by designing / printing posters
8. Administration
- a. We have a Strategic Planning session with the Town of Mammoth Lakes
    - i. Joint meeting on Wednesday, October 3<sup>rd</sup>.
    - ii. The board needs to be prepared for this meeting.
  - b. Dan Holler – it is the goal to have the town council meet with all of the NGOs to discuss their strategic plans, contracts, deliverable and where you see the organization going and how that lines up with the town’s goals and priorities going forward.
  - c. Bill Sauser – it would behoove us to talk at some point about where we see the organization (MLR) going.
  - d. David Page – Perhaps Matt should have individual strategic conversations with each board member and coalesce that into a document.
9. Executive Director’s Report
- a. Matt McClain gave an update on the new website
    - i. Website launched with an online store. Staff now filling content gaps.
  - b. Matt McClain gave an update on the new MLR office
    - i. We will be moving into the Mammoth Mall Shopping Center on Main Street at the end of the month.
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- ii. We will be sharing the office with Matt Driscoll from the Sierra Nevada Conservancy
- c. YARTS
  - i. Matt has been appointed to the Advisory Authority Committee for YARTS (Yosemite Area Regional Transportation System)

#### 10. Director's Reports

- a. David – Robust data collection going on with the Mammoth Lakes Trails System. Working on a new ambassador program with Joel.
- b. Heather – Finished up Rock n Rye last weekend and Oktoberfest is the weekend of the 21<sup>st</sup>.
- c. Scott - MLT – Caroline Casey is coming in as the Events Coordinator for MLT. Sam's Woodsite is listed for sale. Whitney Lennon is moving to Arizona so her position is being actively recruited.
- d. Tom – Heavy into winter planning. Via Ferrata is still in bloom and the zip line will be open this fall. A lot going on in terms of capital development on the Mountain.
- e. Catherine – Forest Island project has an exhibition in Los Angeles this weekend. Hoping to come up to Mammoth in the next couple of months.
- f. Bill – Search and Rescue golf tournament is coming up next weekend.
- g. Eric – Mammoth Rocks was successful last month.

#### REQUEST FOR FUTURE AGENDA ITEMS

#### ADJOURNMENT

There being no further business to come before the Board of Directors, the meeting was adjourned at 6:52 p.m.

Respectfully submitted,

Emily Woods  
Program Manager  
Mammoth Lakes Recreation

## Mammoth Lakes Recreation Balance Sheet

As of September 30, 2018

Sep 30, 18

**ASSETS**

**Current Assets**

**Checking/Savings**

10100 · Checking - ESCB - 7911 254,111.78

**Total Checking/Savings** 254,111.78

**Accounts Receivable**

11000 · Accounts Receivable 1,604.35

**Total Accounts Receivable** 1,604.35

**Other Current Assets**

12200 · Security Deposit - Office 1,650.00

**Total Other Current Assets** 1,650.00

**Total Current Assets** 257,366.13

**Fixed Assets**

15200 · Machinery and Equipment 4,922.05

15300 · Website 16,800.00

15999 · Accumulated Depreciation -3,246.95

**Total Fixed Assets** 18,475.10

**TOTAL ASSETS** 275,841.23

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

20000 · Accounts Payable 1,557.35

**Total Accounts Payable** 1,557.35

**Credit Cards**

22100 · AmEx - 1004 754.85

**Total Credit Cards** 754.85

**Other Current Liabilities**

25000 · Sales Tax Payable 21.26

21100 · Accrued Payroll 8,972.95

**Total Other Current Liabilities** 8,994.21

**Total Current Liabilities** 11,306.41

**Total Liabilities** 11,306.41

**Equity**

31000 · Unrestricted Net Assets 208,896.49

**32000 · Temp. Restricted Net Assets**

32010 · TOML Contract 293,781.91

32020 · TOML Gen Fund 11,781.00

**32030 · Fundraising**

32030.3 · ML Disc Golf Club 2,789.85

**Total 32030 · Fundraising** 2,789.85

**Total 32000 · Temp. Restricted Net Assets** 308,352.76

39999 · Net Assets Offset -239,828.26

**Net Income** -12,886.17

**Total Equity** 264,534.82

**TOTAL LIABILITIES & EQUITY** 275,841.23



Mammoth Lakes Recreation  
Profit & Loss Budget vs. Actual  
July through September 2018

	Jul - Sep 18	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>40100 · Direct Public Support</b>				
40110 · Corporate Contributions	0.00	0.00	0.00	0.0%
40120 · Business Contributions	0.00	3,000.00	-3,000.00	0.0%
40130 · Individual Contributions	2,040.00	1,500.00	540.00	136.0%
40140 · Contributions - Campaigns	1,842.77	2,000.00	-157.23	92.14%
40150 · Contributions - Advocacy	750.00	3,000.00	-2,250.00	25.0%
<b>Total 40100 · Direct Public Support</b>	<b>4,632.77</b>	<b>9,500.00</b>	<b>-4,867.23</b>	<b>48.77%</b>
<b>40200 · Government Grants</b>				
40210 · Government Grants Restricted	48,000.00	48,000.00	0.00	100.0%
40220 · Government Grants Unrestricted	0.00	0.00	0.00	0.0%
<b>Total 40200 · Government Grants</b>	<b>48,000.00</b>	<b>48,000.00</b>	<b>0.00</b>	<b>100.0%</b>
40400 · Fundraising Income	0.00	0.00	0.00	0.0%
40600 · Merchandise Income	135.08	400.00	-264.92	33.77%
<b>Total Income</b>	<b>52,767.85</b>	<b>57,900.00</b>	<b>-5,132.15</b>	<b>91.14%</b>
<b>Expense</b>				
<b>60100 · Business Expenses</b>				
60110 · Candidate Search	0.00	0.00	0.00	0.0%
60120 · Filing Fees	0.00	0.00	0.00	0.0%
60130 · Other Business Expenses	175.00	0.00	175.00	100.0%
60135 · Business Meals	20.00	300.00	-280.00	6.67%
60140 · Advertising	195.60	1,200.00	-1,004.40	16.3%
<b>Total 60100 · Business Expenses</b>	<b>390.60</b>	<b>1,500.00</b>	<b>-1,109.40</b>	<b>26.04%</b>
<b>60200 · Contract Services</b>				
60210 · Accounting Fees	522.90	1,500.00	-977.10	34.86%
60220 · Legal Fees	0.00	255.00	-255.00	0.0%
60230 · Website Development	168.99	525.00	-356.01	32.19%
60240 · Graphic Design	269.99	600.00	-330.01	45.0%
60250 · Copy Editing	0.00	450.00	-450.00	0.0%
60255 · Creative Agency	0.00	4,000.00	-4,000.00	0.0%
<b>Total 60200 · Contract Services</b>	<b>961.88</b>	<b>7,330.00</b>	<b>-6,368.12</b>	<b>13.12%</b>
<b>60300 · Office</b>				
60305 · Office Supplies	780.42	2,130.00	-1,349.58	36.64%
60310 · Postage	6.70	135.00	-128.30	4.96%
60315 · Promotional Materials	6,148.74	600.00	5,548.74	1,024.79%
60320 · Services Agreement	0.00	135.00	-135.00	0.0%
60325 · Photocopying	0.00	255.00	-255.00	0.0%
60330 · Printing	0.00	0.00	0.00	0.0%
60335 · Rent/Utilities	1,094.00	1,300.00	-206.00	84.15%
60340 · Telecommunications	695.08	495.00	200.08	140.42%
60345 · Computer Hardware	0.00	700.00	-700.00	0.0%
60350 · Computer Software	19.99	550.00	-530.01	3.64%
60355 · Technology Support (IT Serv.)	475.88	0.00	475.88	100.0%
60360 · Bank Service Charges	199.62	0.00	199.62	100.0%
<b>Total 60300 · Office</b>	<b>9,420.43</b>	<b>6,300.00</b>	<b>3,120.43</b>	<b>149.53%</b>
<b>60400 · Insurance</b>				
60410 · D&O Insurance	0.00	0.00	0.00	0.0%
60420 · Liability Insurance	0.00	0.00	0.00	0.0%
60430 · Worker's Compensation	740.00	450.00	290.00	164.44%
<b>Total 60400 · Insurance</b>	<b>740.00</b>	<b>450.00</b>	<b>290.00</b>	<b>164.44%</b>
<b>60500 · Payroll Expenses</b>				
60510 · Salaries	43,940.03	43,749.00	191.03	100.44%
60520 · Benefits	5,621.82	6,000.00	-378.18	93.7%
60530 · Payroll Taxes	3,825.89	4,374.00	-548.11	87.47%
60540 · Payroll Processing Fees	22.75	12.00	10.75	189.58%
60550 · 403(b) Match	0.00	2,700.00	-2,700.00	0.0%
<b>Total 60500 · Payroll Expenses</b>	<b>53,410.49</b>	<b>56,835.00</b>	<b>-3,424.51</b>	<b>93.98%</b>
<b>60600 · Organizational Growth</b>				
60610 · Conferences	0.00	0.00	0.00	0.0%
60620 · Professional Memberships	350.00	350.00	0.00	100.0%
<b>Total 60600 · Organizational Growth</b>	<b>350.00</b>	<b>350.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>60700 · Travel Expenses</b>				
60710 · Lodging	0.00	800.00	-800.00	0.0%
60720 · Gas	79.01	600.00	-520.99	13.17%
60730 · Travel Meals	57.62	300.00	-242.38	19.21%
60740 · Airfare	0.00	100.00	-100.00	0.0%
60750 · Parking	0.00	260.00	-260.00	0.0%
60700 · Travel Expenses - Other	0.00	0.00	0.00	0.0%
<b>Total 60700 · Travel Expenses</b>	<b>136.63</b>	<b>2,060.00</b>	<b>-1,923.37</b>	<b>6.63%</b>
<b>60800 · Fundraising Expenses</b>				

**Mammoth Lakes Recreation**  
**Profit & Loss Budget vs. Actual**  
 July through September 2018

	Jul - Sep 18	Budget	\$ Over Budget	% of Budget
60810 · Prospecting Software	0.00	0.00	0.00	0.0%
60820 · Salon Events	0.00	0.00	0.00	0.0%
<b>Total 60800 · Fundraising Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>65,410.03</b>	<b>74,825.00</b>	<b>-9,414.97</b>	<b>87.42%</b>
<b>Net Ordinary Income</b>	<b>-12,642.18</b>	<b>-16,925.00</b>	<b>4,282.82</b>	<b>74.7%</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
80100 · Depreciation Expense	243.99			
<b>Total Other Expense</b>	<b>243.99</b>			
<b>Net Other Income</b>	<b>-243.99</b>			
<b>Net Income</b>	<b>-12,886.17</b>	<b>-16,925.00</b>	<b>4,038.83</b>	<b>76.14%</b>