



## 2010 Measure R Fall Application

### APPLICANT INFORMATION

#### ORGANIZATION

**Name of Organization:** Town of Mammoth Lakes  
**Type of Organization (non-profit, HOA, Govt.):** Government  
**Contact Person:** Ellen Clark, Senior Planner  
**Organization's Address:** PO Box 1609  
**State / Zip:** Mammoth Lakes, CA 93546  
**Office Phone Number:** 760-934-8989  
**Email Address:** eclark@ci.mammoth-lakes.ca.us  
**Internet Address:** www.ci.mammoth-lakes.ca.us

#### PROJECT CONTACT PERSON

**Name:** Ellen Clark, Senior Planner  
**Mailing Address:** Town of Mammoth Lakes, PO Box 1609  
**State/Zip:** Mammoth Lakes, CA 93546  
**Home / Business Phone Number:** 760-934-8989 ext. 269  
**Cell Phone Number:**  
**Email Address:** eclark@ci.mammoth-lakes.ca.us

### PROJECT SUMMARY

- 1. Name of Project:** Mammoth Creek Park Conceptual/Schematic Plan
- 2. Project Category:** Parks
- 3. Project Type** Contractual Services If **Other** please describe:
- 4. Measure R Funds Requested:** **\$ 49,800\***  
**\*This amount should be the same as requested in the application.**

# PROJECT APPLICATION

## SECTION 1 - PRELIMINARY QUALIFICATIONS:

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1. **Does the project live within the DRAFT Parks and Recreation Master Plan and/or the DRAFT Trail System Master Plan?**

YES

If **YES**, please cite (page # & Section #): Table 12 on Page 52 of the Parks and Recreation Master Plan recommends that a Master Plan for further park improvements should be developed for Mammoth Creek Park East and Mammoth Creek Park West. In addition, Mammoth Creek Park is identified as a "potential" location for a range of different recreation activities (Table 11, page 51): determining which facilities and activities might belong at this location would be an important function of the Mammoth Creek Park Conceptual Plan. Preparing a Plan for Mammoth Creek Park would also partially implement General Plan Policy L.1.D.2. to develop a special study for the Mammoth Creek corridor.

2. **Does the project/service meet the "Principles" established by the Recreation Commission for the Fall 2010 Measure R Fall Funding cycle?**

YES

If **YES**, please cite: The completion of a Conceptual Plan for Mammoth Creek Park would meet the priority of "Planning for the Future" and the principle that projects should reflect the recommendations of the Draft Parks and Recreation Master Plan, as described above.

3. **Describe your project's service conceptual plan including the size, scope, type, design specifications, use, and budget, or budget document.** (This should be an attachment to the application titled: "Project Concept Plan.")

Please see the attached work scope and budget. The project includes an extensive community process, including at least four public workshops, to develop consensus around a preferred concept for Mammoth Creek Park, incorporating broad public input as well as that of various interested stakeholders through a Focus Group. The process is expected to take approximately 8 months to complete, and will result in the development of a Master Plan Concept for Mammoth Creek Park's east and west sides, along with a phasing program and preliminary cost estimates, based on recommended facilities and programs.

After a concept/schematic plan is accepted by the Town Council, appropriate CEQA analysis will be required to adopt and proceed to implementation.

## SECTION 2 - PROJECT DESCRIPTION

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### 1. Project Location

**A. If your project is Development (Design), Implementation (Construction), or Maintenance (Operational), what is the location (fields, Town or private property, etc...) of your project?**

See below

**B. If your project is Contractual Services where will your services be provided?**

The planning area for the project would be the entire area designated as Mammoth Creek Park, including Town-owned property as well as land that under a special use permit from the US Forest Service. Mammoth Creek Park is located to the east and west sides of Old Mammoth Road, south of Chateau Road.

The study area would also include a reasonable "Sphere of Influence" that can consider related planning issues and considerations for adjacent properties and land uses that surround the park.

### 2. Do you have approval to use the location (fields, Town or private property, etc...) identified in this application?

YES

If YES, Please provide documentation of approval

The Town owns of a portion of the park's land, and leases the remaining area from the US Forest Service.

If NO, describe how and when you will secure this approval?

### 3. Provide the costs for each phase of your project or service. (Where applicable)

**A. Development (Design):**

**B. Implementation (Construction):**

**C. Maintenance (Operation):**  
(anticipated annual costs)

**D. Contractual Services:** \$49,800, project expected to be complete within 8 months of contract approval.  
(define length of contract)

### 4. Provide the estimated timeline for each phase of your project or service. (Where applicable)

**A. Development (Design):**

**B. Implementation (Construction):**

**C. Maintenance (Operation):**

**D. Contractual Services:** Approximately 8 months from project initiation/contract approval.  
(define length of contract)

**5. Based upon your project type ("Project Summary" Question 3) who is / will be (organization & person) responsible for maintenance and operation upon completion of the project/service?**

Following completion of the Conceptual Plan, the Town would implement the next phases of the project including CEQA, design development documents, cost estimates and financing plans. (For continuity), any consultant selected to assist with the project, should be qualified to provide services from concept to construction drawings, with appropriate California licence.) Ultimately, operation and maintenance of any facilities developed would be the responsibility of the Town.

**6. Will there be volunteer hours used for any phase of your project?**

NO

If YES, please identify which phase, how many hours and the value of those hours:

**7. Have any public funds (Town Funds – includes Measure R) been previously committed to this project/service or project site?**

YES

If YES, please list: Over the years, significant Town resources and funds have been dedicated to the development and maintenance of facilities at Mammoth Creek Park.

**8. Is Measure R your only funding source for this project/service?**

YES

If NO, provide amount and source of additional funds (You will be required to provide proof of this funding)

**9. Is your project/service going to have an impact (positive or negative) on existing use in the location you have identified?**

(Please Describe) Developing a Conceptual Plan for Mammoth Creek Park will allow the Town to implement desired improvements at the Park, potentially including upgrades to facilities and programs that will enhance existing uses of the park, and the existing user experience.

**10. Describe your plan for how the Town of Mammoth Lakes will manage/maintain oversight of this project/service?**

The Town of Mammoth Lakes will be responsible for and will direct the entire work effort for the Mammoth Creek Park Conceptual Plan.

## SECTION 3 - PROJECT BENEFITS

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- 1. Describe how your project/service provides a measurable community benefit (incremental visits, revenue, etc..) to the residents and visitors of Mammoth Lakes?**

Mammoth Creek Park is one of the most heavily used facilities within the Town's park system, for both local residents and visitors. Based on informal user counts for Mammoth Creek Park west, between 250 and 400 people use the park daily in the summer, and up to 75 people daily in spring and fall. Based on these numbers, the park sees upwards of 45,000 residents and visitors between May and October. Some of the Park's existing assets, such as the Hayden Cabin and Mammoth Creek itself may represent an underutilized opportunity to offer educational and interpretive facilities, or to leverage additional resources towards education, management and restoration activities. Adding new facilities and amenities, and improving existing facilities will benefit existing users and can attract new visitors, for example, by providing a venue for special events and community activities.

- 2. Describe the targeted users of your project/service? (Include numbers of participants)**

The targeted user groups are diverse, and may include families and children enjoying playground facilities or playing ball, users seeking quiet, passive recreation opportunities (picnicking, nature watching), fishermen, people interested in local history, runners, hikers and cyclists and cross-country skiers accessing the trail system, and visitors and locals at community events. Since the future facilities are not yet determined, it is not possible to quantify exact numbers of different users.

- 3. Is your project/service available for limited or year-round use? (Please describe the use.)**

Although the majority of the park's facilities are, and would continue to be oriented to summer uses, access to the park area is not limited or restricted. In the winter, the park is used as staging for cross-country skiing and access to the nearby Sherwin Area. The Mammoth Creek Park Conceptual Plan would explore a range of winter and summer uses at Mammoth Creek Park.

- 4. Describe the economic benefits of your project/service.**

See response to Question 1 in this section, above.

**5. Please provide any additional information you would like the Recreation Commission to consider when reviewing your application.**

Mammoth Creek Park has long been the subject of community discussion and debate about its future, with many seeing the park as an underutilized asset within the Town's park system, but no real agreement about what the vision for the park should be. The Mammoth Creek Park Conceptual Plan process will allow for the community, stakeholders and other interested groups and agencies to come together and form consensus to be developed about the future of the park, and for a range of concepts to be analyzed in light of known issues, opportunities and constraints. These concepts will in turn be assessed for financial feasibility, so that a realistic program of improvements can be developed. This will then allow the next phases of planning, including determining funding, phasing, and design development for specific facilities to begin, and for resources to be effectively directed towards that consensus vision

**Submittal Deadline: Friday, October 8, 2010 – 5:00 p.m.**



**COMMUNITY DEVELOPMENT**  
**P.O. Box 1609, Mammoth Lakes, CA 93546**  
**(760) 934-8989**  
**fax (760) 934-8608**

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**Draft Scope of Work**  
**Mammoth Creek Park Conceptual Plan**

The following provides a preliminary outline of the proposed work program, schedule and budget to prepare a Conceptual Plan for Mammoth Creek Park. The goal of the planning process is to achieve community consensus on the scope of physical facilities, amenities and recreational program that should be accommodated within the park, and to provide financing and phasing recommendations associated with that overall program.

**Task 1: Project Startup and Data Collection**

1.1: Project Kickoff

In this task, staff and consultants (if used) will initiate the project, including holding a kickoff meeting to review and finalize work scope, schedule and data needs; and gathering and reviewing relevant background information such as the Parks and Recreation Master Plan, General Plan Parks and Recreation Element, USFS lease, town-wide facilities and financing plan(s), and previous planning and environmental study documents.

1.2 Focus Group

As part of this task, a Focus Group will be formed that includes key stakeholders with an interest in Mammoth Creek Park and adjacent areas, such as representatives of the Hayden Cabin, MLTPA, US Forest Service, Recreation Commission, Planning Commission, Department of Fish and Game, and others as appropriate.

**Task 2: Issues and Opportunities**

2.1: Existing Conditions, Issues and Opportunities Summary

Staff and/or consultant will develop a summary documentation of key issues, opportunities and constraints for the Mammoth Creek Park planning area. These will include:

- A “white paper” summarizing the history of the existing park and past planning efforts.
- An inventory of existing recreational facilities and uses
- Existing trails/pedestrian and vehicular circulation system, and transit facilities.
- Regulatory issues and constraints that may be associated with the terms of the existing lease, General Plan and Municipal Code
- Adjacent land uses
- Environmental constraints and opportunities, particularly those associated with Mammoth Creek.
- Community “needs” and desires for facilities and programming, such as special events.
- Other issues and constraints identified through previous studies and planning documents

## 2.2: Focus Group Meeting

A meeting will be held with the Focus Group to present the issues and opportunities data, receive input on it, and gather feedback on other issues and concerns that may need to be addressed through the planning process.

## 2.3: Public Workshop #1A: Mammoth Creek Park West

The first public workshop will be used to present the summary of existing conditions and issues, and gather public input, in an interactive format, on the key issues and opportunities to be addressed through the planning process. The focus of this workshop will be on the area of Mammoth Creek Park west of Old Mammoth Road.

## 2.4: Public Workshop #1B: Mammoth Creek Park East

This workshop will be similar to that described above, except it will focus on the area of Mammoth Creek Park east of Old Mammoth Road.

### **Task 3: Alternatives Development and Selection**

#### 3.1: Preliminary Alternatives Development

Based on input from the first Focus Group meeting and public workshop, staff and/or consultants will sketch up to three alternative concepts for Mammoth Creek Park, reflecting different solutions or approaches to the key issues identified. A review of the pros, cons, costs and benefits of each alternative will be developed, to allow for some degree of comparative analysis between them.

#### 3.2 Focus Group Meeting

The Focus Group will meet to review and provide input on the preliminary alternatives. If needed, revisions will be made to the alternatives based on the Focus Group's comments.

#### 3.3 Public Workshop #3: Alternatives Review

A public workshop will be held to review the preliminary alternatives and gather feedback on the components of the alternatives, including likes, dislikes, and refinements that might be made.

If needed, a second public workshop may be held to allow sufficient time to discuss the alternatives.

### **Task 4: Draft Conceptual Plan**

#### 4.1: Draft Conceptual Plan and Cost Estimates

Following the Focus Group and public workshop, staff and/or the consultant will develop a draft Conceptual plan, in graphic format, illustrating the consensus ideas and concepts selected from among the alternatives. Based on this, preliminary cost estimates and phasing will be developed.

#### 4.2: Focus Group Meeting

The Focus Group will meet to review and provide input on the draft Conceptual plan and cost estimate alternatives. If needed, revisions will be made to the alternatives based on the Focus Group's comments.

#### 4.3: Public Workshop #4: Draft Conceptual Plan Review

A public workshop will be held to review the draft Conceptual plan and cost estimates and identify refinements that might be made.

#### 4.4: Recreation Commission, Planning Commission and Town Council Presentations

Staff will present the draft Conceptual plan, first to the Recreation Commission and then to the Planning Commission and Town Council, for review and input.

### **Task 5: Final Conceptual Plan**

#### 5.1 Final Conceptual Plan

Based on input received, staff and/or the consultant will prepare the final Mammoth Creek Park Conceptual Plan and cost estimates. .

#### 5.2 Commission and Town Council Review and Acceptance

Staff will present the Final Conceptual Plan at meetings of the Recreation Commission, Planning Commission and Town Council for review and acceptance

**Mammoth Creek Park  
Conceptual Plan  
Cost Estimate**

Task		Hours	Total
<b>1. Project Startup</b>			
1.1	Kickoff	16	\$ 2,400
1.2	Form Focus Group	4	\$ 600
<b>2. Issues and Opportunities</b>			
2.1	Issues, Opportunities, Constraints	40	\$ 6,000
2.2	Focus Group Meeting	8	\$ 1,200
2.3	Workshop 1A	16	\$ 2,400
2.4	Workshop 1B	16	\$ 2,400
<b>3. Alternatives Development</b>			
3.1	Alternatives Development	60	\$ 9,000
3.2	Focus Group Meeting	8	\$ 1,200
3.3	Workshop 3	16	\$ 2,400
<b>4. Draft Concept Plan</b>			
4.1	Draft Concept Plan	60	\$ 9,000
4.2	Focus Group Meeting	8	\$ 1,200
4.3	Workshop 4	16	\$ 2,400
4.4	Commissions Presentations	8	\$ 1,200
<b>5. Final Concept Plan</b>			
5.1	Final Concept Plan	40	\$ 6,000
5.2	Commissions and Town Council Re	16	\$ 2,400
			\$ 49,800

**Mammoth Creek Park  
 Concept Plan  
 Project Schedule**

TASK	MONTH							
	1	2	3	4	5	6	7	8
1. Project Startup								
2. Issues and Opportunities								
3. Alternatives Development								
4. Draft Concept Plan								
5. Final Concept Plan								