



# Village of Lake Isabella

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## **PARKS & RECREATION MASTER PLAN STEERING COMMITTEE JOB DESCRIPTION & QUALIFICATIONS**

### Committee Purpose:

The Steering Committee serves as the advisors to the Village Council's consultant to draft the Village's Parks & Recreation Master Plan. The Committee and its members are asked to champion public involvement and participation in the planning process by attending meetings with the consultant, Village staff, and community workshops. Members should be willing to provide input and constructive ideas to shape the final planning document and support the Village developing a Parks & Recreation Plan that promotes community-wide focused solutions.

### Specific Duties:

- 1) Provide and gather input on parks and recreation-related long-term planning.
- 2) Serve in an advisory capacity regarding the location, maintenance, and features of proposed parks and recreation facilities and amenities.
- 3) Review and score proposals submitted before a selection being made by the Village Council.
- 4) Promote and engage with community members in the process of developing the Parks & Recreation Master Plan.
- 5) Provide recommendations on means of community engagement.
- 6) Serve as a sounding board for the consultant for ideas related to the Parks & Recreation Master Plan development.
- 7) Attend and participate in approximately six to eight total meetings (yet to be scheduled) during 2021.

### Eligibility for Appointment:

Village of Lake Isabella Residents and non-resident property owners are welcome to serve on the Committee. It is desired for the Committee to be at least five members with one position filled by a representative of the Lake Isabella Property Owners Association, one position filled by a representative of the Village Council or Planning Commission, and three positions filled by community members-at-large.

### Selection Process:

Interested individuals should complete an Application for Appointment and return to the Village Hall by close of business on Wednesday, February 10, 2021. Vacancies occurring during the planning process will be filled on an as-needed basis.