

**Parks and Trails Advisory Board
Board Member Position Description**

Two-year term

Qualifications: Resident of the Village of Saranac Lake. Exception to this residency requirement will be made if specific expertise is desired by the Saranac Lake Village Board of Trustees.

Meeting Schedule: Monthly meetings with work sessions scheduled as needed for subcommittees

The **purpose** of the Advisory Board is to make recommendations to departments and agencies on policy and implementation that promote healthy living: walking, bicycling, parks, trails and other activities.

Main Duties (additional duties listed in by-laws):

The Advisory Board shall have the power and be required to:

- 1) Advocate for the implementation of Village of Saranac Lake Trails Master Plan and Park Vision Plan.
 - a. Develop recommendations that integrate all modes of transportation travel into a Complete Streets policy and a Safe Routes to School plan to enable safe access for all users;
 - b. Make recommendations on capital improvement projects, transportation improvement plans, recreation programs/plans and other Village programs and projects that relate to bicycling, walking and recreation.
- 2) Act in advisory capacity in matters pertaining to public recreation and transportation.
- 3) Strategize for parks, recreation, leisure and transportation in Saranac Lake and hold public meetings for input on those strategies.
- 4) Consider the annual budget for parks, recreation, leisure and transportation, and make recommendations with respect thereto to the Village Manager.

Desired Qualifications:

- Provide leadership for implementing Village of Saranac Lake Bike + Pedestrian Trails Master Plan and Park Vision Plan
- Work to implement recommendations and priority projects identified in the Trails Master Plan and Park Vision Plan
- Strategize on how to sequence the implementation of recommendations and priority projects
- Attend monthly meetings
- Attend subcommittee meetings as needed to move projects forward
- Assist with identification of funding opportunities
- Assist with grant application materials/editing